Leadership Knowledge Questionnaire

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Report Type: Foreman

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Attitude/Leadership Personality

- Attitude Towards Leadership
- Responsibilities of Leadership

Mark, you have an excellent understanding of the role having a positive attitude and good self-confidence plays in a leadership role and continually work to develop and maintain both. You understand the importance of being able to bounce back quickly from problems and other obstacles you may face as a leader, and are able to deal with difficult situations with ease. You have certain ethical standards you keep and have clearly defined, for yourself, what being a leader means.

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Time Management

- Set Goals
- Ability to Prioritize
- Awareness of Priorities

You have a healthy understanding of the importance of planning. You utilize planning tools to keep yourself organized, and generally have your priorities in line. Good time management is important to you, but you leave enough leeway to deal with interruptions or changes, when necessary. You spend a good amount of time planning, but not to the extreme.

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Planning

- Identify Objectives
- Establish Procedures
- Achieve a Desired Goal

You have a strong understanding of the planning process and the purpose and meaning of planning, as well as where goals, standards or objectives come into play in the planning process. You have a well-developed understanding of the responsibility planning bears with it, as well as its significance in the overall success of the organization.

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Organizing

- Orientation Towards Goals
- Continuity
- Division of Work

Mark, you have a strong understanding of organization as it relates to leadership. You understand that organizing involves people, processes and tools, and perceive the difference between organizing and planning. Since you understand what encompasses organizing, you are capable of organizing projects and activities in an effective manner.

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Staffing

- Employee Selection and Placement
- Decision Accountability

You have a strong understanding of the staffing process in leadership, as well as the principal focus of staffing. You know the difference between aptitudes and behaviors, as well as the difference between skills and competencies. This knowledge and understanding of the staffing process will enable you to better understand the problems involved in employee selection, as well as the role training and development of employees plays in this leadership process will further enhance your ability to lead.

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Leading

- Importance of Motivation
- Fostering Enthusiasm
- Inspire Employees

Mark, you have an excellent understanding of what comprises good leadership. You understand the importance of a leader empowering his/her workforce and acting as a coach and mentor of others. You realize how important motivation is in the leadership process and understand the various steps involved in managing a diverse workforce.

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Facilitating

- Unbiased Objectivity
- Empowerment
- Inclusiveness

You have a very strong understanding of facilitation and control in the leadership process. You are able to define what problems are and have devised some methods of effective problem-solving. You understand the purpose of policies, rules and regulations in providing a nourishing environment for growth for team members, and can balance the need to impose discipline, guidelines and procedures in the workplace with the need to value employees and encourage creativity.

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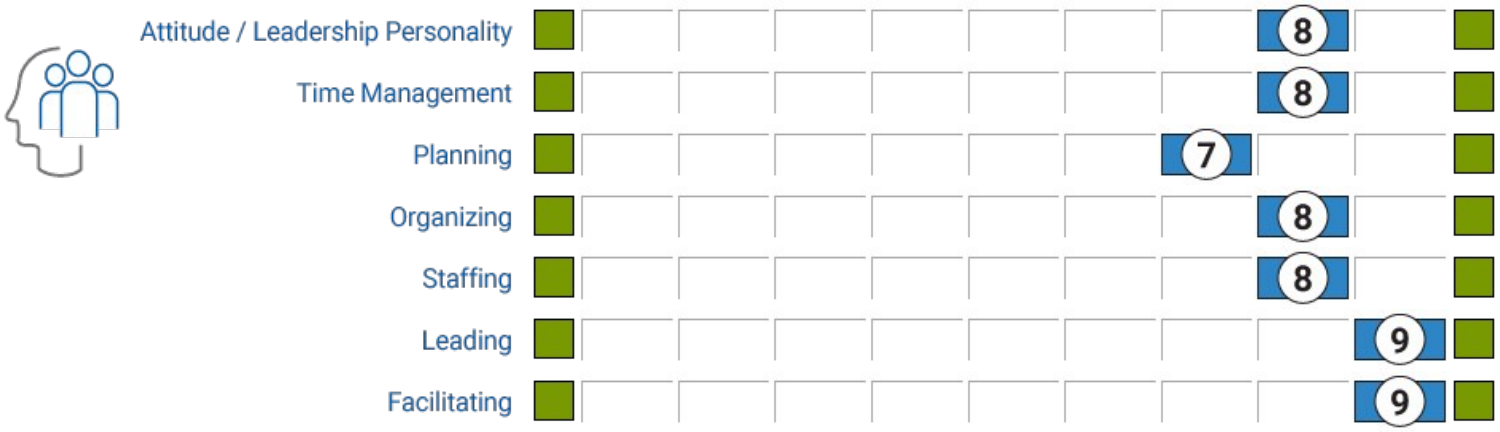
Knowledge Scoresheet



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