**TEAM GROWTH SELF-CHECK:** **Employee Self-Assessment Questionnaire**

**Instructions:**

Please rate each statement on a scale from 1 to 5, where 1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, and 5 = Strongly Agree. Your honest and thoughtful responses will help us understand our current strengths and areas for growth, enabling us to enhance our team's performance and well-being.

**Well-being**

1. I feel that my work-life balance is well managed.
2. I am satisfied with the level of emotional support available to me at work.
3. My workplace actively promotes physical and mental health.

**Proactiveness**

1. I often look for new ways to improve my work before being asked or before issues arise.
2. I feel empowered to take initiative on projects without always seeking permission first.
3. I regularly set and achieve personal goals that go beyond my current responsibilities.

**Innovation**

1. I feel comfortable proposing new ideas, even if they challenge the status quo.
2. I believe that my team values and explores diverse perspectives to solve problems.
3. I actively participate in brainstorming sessions or contribute ideas to my team.

**Discipline**

1. I consistently meet deadlines and manage my time effectively.
2. I hold myself to high standards of quality in my work.
3. I follow through on commitments and responsibilities without needing reminders.

**Adaptiveness**

1. I adapt well to new challenges and changes in the workplace.
2. I actively seek feedback to improve my work and learn new skills.
3. I am comfortable working outside my comfort zone to achieve team goals.

**Open-Ended Questions**

1. What are your strongest attributes among well-being, proactiveness, innovation, discipline, and adaptiveness? Why?

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1. Identify an area you wish to improve upon from the above list. What steps can you take to grow in this area?

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1. How can the leadership team better support you in developing the skills and attributes discussed in this questionnaire?

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Conclusion:

Thank you for completing this self-assessment. Your responses are invaluable in helping us shape a supportive, dynamic, and successful team environment. Please return this questionnaire to [designated person or department] by [deadline].

**Scoring Breakdown**

13-15 Points: High. Individuals scoring in this range excel in the respective area. They demonstrate strong capabilities and a consistent approach that significantly contributes to their effectiveness and team dynamics.

9-12 Points: Moderate. Employees within this score range have a good foundation and room for improvement. They show potential in the area but may benefit from targeted development efforts to elevate their skills or behaviours.

5-8 Points: Development Needed. Scoring in this lower range indicates an area where the individual may face challenges or lack consistency. Focused attention, training, or mentorship can help improve their capabilities in this domain.

3-4 Points: Immediate Attention Required. This score suggests significant difficulties in the assessed area. It's crucial for both the employee and their manager to address these challenges through direct intervention, possibly including training, coaching, or adjustments in role expectations.