



## How Well Are You Leading Change?

Leading a major change demands all the skill of everyday leadership, and then some. Check your skills using this quick self-assessment, which describes key behaviors unique to successful change leaders.

*Extra Credit: Ask your team to rate you, too, and discuss your results with them.*

CHANGE LEADER PRIORITIES	WHAT THIS MEANS I DO	HOW WELL I DO IT					AVG
		Poor/ Never 1	Fair / Seldom 2	Good/ Some-times 3	Very Good/ Usually 4	Great/ Regularly 5	
<b>Lead from Start to Finish</b>							
	Clearly describe and define (with metrics) the results the change will accomplish						
	Communicate the <i>what</i> and <i>why</i> of the change, so they are easy to understand and repeat						
	Build support for the change, influencing both up and down the hierarchy						
	Include those most affected by the change in the designing the solution and during implementation						
	Regularly seek feedback on how well the change, and the progress toward results, are understood						
<b>Engage and Align the People</b>							
	Learn what motivates each person / group. Focus on " <i>what's in it for them</i> " as individuals and a group						
	Ask people at all levels what concerns they have, what might prevent success, and what could help						
	Listen openly and be curious when people complain or resist, and find out what they fear						
	Answer questions openly and publicly, honestly saying when you don't know or can't answer						
	Coach people on getting others excited about and aligned with the change goals						
<b>Motivate &amp; Mobilize Action</b>							
	Keep the team moving forward by removing barriers where progress is blocked or stalled						
	Assess people's energy for the project and boost energy when it seems lagging						
	Share progress and challenges throughout, showing where effort is needed to reach results						
	Reinforce positive progress wherever it happens with both words and actions						
	Work with other leaders to make sure the right incentives are in place to help achieve results						

Special Bonus: Want to discuss your results? [Schedule a free 15-minute consultation with me.](#)  
I'll be happy to talk with you.