

## HOW TO USE *THE LEADER WELL-BEING SELF-ASSESSMENT*



INDIVIDUAL OR GROUP



30 MIN



ONCE PER YEAR

Leaders are the cornerstone of workplace well-being. Their actions show team members the importance placed on well-being across their team and throughout the business. Use The Leader Well-Being Self-Assessment to help your leaders recognize the impact they are having and create a plan to strengthen their well-being leadership.

### STEP 1: Rate Yourself

Use the unique Likert scale shown below to rate your well-being leadership over the last year.

-  **5 = Look over here!** – *I'm setting an example to follow*
-  **4 = I've got this** – *I see this as one of my strengths*
-  **3 = Good enough** – *No one could say I'm not trying*
-  **2 = Nothing to see here** – *I don't address it*
-  **1 = Look away...** – *I'm setting a bad example*

### STEP 2: Select Areas for Growth

Choose the areas in which you would like to improve your well-being leadership from the 20 questions you answered. Focus on areas where you rated yourself the lowest and remember to be realistic. You can't expect yourself to be at a "5" in every area. Consider the needs of your team and select 3-5 priorities to focus on over the next 12 months.

### STEP 3: Plan Your Actions

Beginning with the areas you identified for improvement, write down one thing you could do differently to create a better outcome. Be creative. Discuss ideas with fellow leaders, perhaps seeking out a leader who rated themselves higher in your areas of interest.

### STEP 3: Share

Create transparency and invite accountability by sharing the areas you want to improve upon with your team. Start a conversation by inviting your team members to share ideas and support you in this area. You may spark others to do the same.

### Step 4: Repeat

Revisit the assessment again in 12 months to determine what progress you made and what new areas you might put focus on for the year ahead. Repeat annually to continue strengthening your well-being leadership.

Consider the well-being questions below.

**Step 1:** First, give yourself a rating from 1 – 5 for the last year.

-  **5 = Look over here!** – I’m setting an example to follow
-  **4 = I’ve got this** – I see this as one of my strengths
-  **3 = Good enough** – No one could say I’m not trying
-  **2 = Nothing to see here** – I don’t address it
-  **1 = Look away...** - I’m setting a bad example

**Step 2:** Look ahead and decide what rating you would like to see for yourself one year from now.

**Step 3:** Help yourself get there by answering, “What is one thing I could do to produce this change?”

Areas of Well-Being	My Rating Last Year	Desired Rating Next Year	My Well-Being Action
1. Do I model healthy lifestyle choices?			
2. Do I exhibit balance with my personal and professional priorities?			
3. Am I encouraging my team to engage in well-being opportunities?			
4. Do I share my own well-being activities or goals with members of my team?			
5. Am I able to speak confidently with my team about company benefits?			
6. Do I focus on gratitude and regularly express gratitude with my team?			
7. Do I celebrate individual or team well-being achievements?			
8. Do I regularly ask my team about their personal and professional goals?			
9. Do I seek a variety of perspectives on team issues and hire for diverse experiences?			
10. Do I encourage participation in surveys or gain insights through my own discussions?			
11. Do I stay up to date with company announcements, events and news?			
12. Do I communicate important updates about our business with my team?			
13. Do I share my team’s successes with other leaders in my company?			
14. Do I or does my team participate in volunteer or donation opportunities?			
15. Do I use my paid time off and encourage others to do so throughout the year?			
16. Do I show concern for the physical safety of my team?			
17. Do I talk about mental health with my team?			
18. Can I explain how my personal values drive my well-being actions?			
19. How would my family or friends rate my overall well-being?			
20. How would my team rate my support of their wellness journey?			