

Job #1: Become a Coach

	Importance	Target	Current
I accept that my role as a leader is to help team members make their best contribution, not to be a functional expert			
I empower and encourage team members to make decisions appropriate to their level			
I let my team do most of the talking			

Ideas for improvement:

Job #2: Remove Obstacles

	Importance	Target	Current
I provide needed decisions, prioritization, and clarity on a timely basis			
I maintain a roadmap at least twice as far out as our active projects			
I meet regularly with others in my organization to learn about and guide future work, and to resolve issues holding back my team			

Ideas for improvement:

Job #3: Build Relationships

	Importance	Target	Current
I have healthy relationships with key internal and external stakeholders			
I actively seek out opportunities to meet new people			
I help people with no expectation of something in return			

Ideas for improvement:

Job #4: Become a Strategic Learner

	Importance	Target	Current
I have a growth mindset and seek to improve			
I have goals and a plan for my own learning and development			
I dedicate learning time each month appropriate to my long-term goals			

Ideas for improvement:

Job #5: Create Alignment

	Importance	Target	Current
My team knows the organization's mission, BHAG™, and 12-month goals			
My team knows how its projects support the broader organizational goals and can define success			
My team knows the appropriate levels of quality, cost, time, and scope for its projects			

Ideas for improvement:

Job #6: Challenge the Team

	Importance	Target	Current
My team is proactive and has an ownership mentality			
My team has created and shared clear standards for how it works			
My team suggests improvements that are regularly implemented			

Ideas for improvement:

Job #7: Nurture a Healthy Culture

	Importance	Target	Current
My team has agreed-upon values and a code of conduct that are appropriate for the work of the team and organization			
My team regularly reviews our established code of conduct and celebrates each other			
My team members have a growth plan			

Ideas for improvement:

Job #8: Assemble the Right Team

	Importance	Target	Current
My team hires for cultural fit and intrinsic motivation as much as functional skills			
My team has a hiring process that reflects who we are and doesn't create artificial barriers			
My team re-hires at regular intervals			

Ideas for improvement:

Job #9: Create Accountability

	Importance	Target	Current
My team has a growth mindset and seeks to improve			
My team has feedback loops between themselves, myself, our stakeholders and			
My team members are comfortable challenging each other and have healthy debates			

Ideas for improvement: