Workbook Questionnaire & Associated Staff Development Opportunities

Once you have completed the workbook questionnaire and decided which change competency you wish to work on, you can follow this grid to help you find the relevant staff development opportunity. Simply follow the arrow(s) downwards until you reach the final learning box and this will show you the staff development opportunity you can investigate further. Refer to the Further Learning section of the workbook for more details on the staff development opportunities available to you.

Competition

Review

Your results

Learning

IDENTITY

Questions on:
Identity 1 & 2
Honesty &

Have honest
discussions about
whether you do or
do not feel valued
and work out why
this might be.

Questions on:
Strategic
Thought

Analyse your
strategic planning
skills and decide
how effective these
skills are.

Questions on:
Objective
Perspective

Focus on de-
personalising your
work situations or
work problems and
review them
objectively.

Questions on:
Solution
Orientated

Analyse your work
processes & review
which situations you
offer solutions to &
what kind of
solutions you offer.

High Scores (10-12)
Focus on another competency, share your good practice and/or become a mentor

Medium Scores (5-9)
Consider asking for 360° feedback

Low Scores (0-4)
Consider undertaking the staff development opportunities below and/or seek out a mentor at work to assist you with improving this area of your change competencies

Staff development opportunities for competencies in:
Honesty & Positivity

Staff development opportunities for competencies in:
Strategic Thought

Staff development opportunities for competencies in:
Objective Perspective

Staff development opportunities for competencies in being:
Solution Orientated

Emotional Intelligence Questionnaires

JISC Change Management Toolkit

Survival Simulation Series

Myers Briggs Type Indicator

Questions on:
Strategic
Thought

Questions on:
Objective
Perspective

Questions on:
Solution
Orientated
Workbook Questionnaire & Associated Staff Development Opportunities

Once you have completed the workbook questionnaire and decided which change competency you wish to work on, you can follow this grid to help you find the relevant staff development opportunity. Simply follow the arrow(s) downwards until you reach the final learning box and this will show you the staff development opportunity you can investigate further. Refer to the Further Learning section of the workbook for more details on the staff development opportunities available to you.

**PERCEPTION**

- **Questions on:** Perception 2 Integrity & Transparency
- **Questions on:** Perception 1 Perception 3 Empowerment
- **Questions on:** Effective Decision Maker
- **Questions on:** Consistent Leadership

**Review**

- Review your understanding and personal promotion of integrity & transparency.
- Analyse whether you feel empowered or not and why this might be.
- Analyse your decision making skills and decide how effective these skills are.
- Analyse what kind of leadership skills you use & in what situations, to see if there are additional leadership skills that can be acquired.

**High Scores (10-12)**
Focus on another competency, share your good practice and/or become a mentor

**Medium Scores (5-9)**
Consider asking for 360° feedback

**Low Scores (0-4)**
Consider undertaking the staff development opportunities below and/or seek out a mentor at work to

Staff development opportunities for competencies in:
- Integrity & Transparency
- Empowerment
- Effective Decision Maker
- Consistent Leadership

- 360° Feedback
- Learning From Others
- Edward De Bono’s Hats
- Mind Tools - How Good Are Your Leadership Skills
Workbook Questionnaire & Associated Staff Development Opportunities

Once you have completed the workbook questionnaire and decided which change competency you wish to work on, you can follow this grid to help you find the relevant staff development opportunity. Simply follow the arrow(s) downwards until you reach the final learning box and this will show you the staff development opportunity you can investigate further. Refer to the Further Learning section of the workbook for more details on the staff development opportunities available to you.

Questions on:
Communication

Questions on:
Influencing Skills

Questions on:
Handling Conflict Openly & Constructively

Questions on:
Strategic Implementation

Review your understanding & personal promotion of influencing skills.

Analyse the words & methods of communication you use. Decide how effective these are.

Analyse your experience of handling conflict or being involved in conflict. Are there improvements that can be made?

Review your understanding & experience of strategic implementation.

High Scores (10-12)
Focus on another competency, share your good practice and/or become a mentor

Medium Scores (5-9)
Consider asking for 360° feedback

Low Scores (0-4)
Consider undertaking the staff development opportunities below and/or seek out a mentor at work to assist you with improving this area of your change competencies

Staff development opportunities for competencies in:
Influencing Skills

Staff development opportunities for competencies as an:
Excellent Communicator

Staff development opportunities for competencies in:
Handling Conflict Openly &

Staff development opportunities for competencies in:
Strategic Implementation

The Art of Winning Others

The Art & Science of Communication

Belbin’s 9 Team Roles

Scenario Planning