

CONTRIBUTORSHIP: A SELF-ASSESSMENT

Answer the following questions about your contributorship behavior using the following scale:

5
Almost
Always

4
Often

3
Sometimes

2
Seldom

1
Never

- _____ 1. I offer my support, help, or encouragement to the leader and my co-workers when things are not going well on the team.
- _____ 2. I take initiative to do more than my normal job when I see the need.
- _____ 3. I offer advice, counsel, or coaching to my leader and my co-workers in respectful ways when it is appropriate (ex: with a new, inexperienced manager, or when situations are unique and/or new).
- _____ 4. When the leader proposes a plan that I know will be problematic, I raise concerns and try to collaborate to improve the plans, rather than simply implementing a poor decision.
- _____ 5. I encourage my leader and co-workers to give me honest feedback by accepting feedback as a way to improve the system, not as an attack on me.
- _____ 6. I confront my colleagues when I see them doing something that impedes team performance; I don't leave all confrontation up to the leader.
- _____ 7. I try to clarify my role in tasks by asking my leader what he/she expects of me.
- _____ 8. When two different employees pull me in opposite directions, I ask the two of them to meet with me to collaboratively define my role.
- _____ 9. I show appreciation to my leader and show my understanding of how tough his/her role can be.
- _____ 10. I keep my leader and my team informed; I don't withhold information that could impede performance.
- _____ 11. When I hear negative comments or frustration on the team, I listen and try to help team members see how THEY can make the situation better.

_____ Total

The higher the score, the more effective you are as a team contributor. Keep in mind that your leader has an effect on your contributorship. A poor leader can make it hard to be an effective contributor; however, it is your responsibility to control your own behavior and contribute positively to the team.

45 - 55 = You are a strong contributor on your team! Keep up the good work.

33- 44 = Try to implement a few new strategies from this training to be an effective team member.

Below 32 = Think about how you can be a more effective member of your team.

Personal Notes: