**Farming With My Team**

Managing Performance Self-Reflection Survey

Consider each of the competencies or behaviours below. For each one, rate yourself (from 1 to 5) on how often you demonstrate each competency and how well you demonstrate each competency.

Use the insights gained to add some actions to your Action Journal.

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| Competency | How often do you demonstrate this?1 = never5 = very often | How well do you demonstrate this?1 = poorly5 = very well |
| I clearly outline the expected standards for performance at induction |  |  |
| I clearly outline the expected standards for performance with each new task delegated |  |  |
| I routinely check that each employee is clear on what is expected of him/her? |  |  |
| When delegating tasks I ensure that I clarify timeframes  |  |  |
| When assigning tasks I ensure that workers have the requisite skills and knowledge to complete the task or I provide training in this |  |  |
| I adjust my leadership style to consider the level of autonomy and freedom that a worker may require to compete a task |  |  |
| I make it clear how performance will be measured |  |  |
| I invite workers to clarify with me if they do not understand a task or how performance will be measured |  |  |

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| Competency | How often do you demonstrate this?1 = never5 = very often | How well do you demonstrate this?1 = poorly5 = very well |
| I give feedback constantly on worker performance so that when performance is formally reviewed there are no surprises as to how a worker has been performing |  |  |
| When conducting performance reviews I ensure the focus is on work performance and not personal attributes |  |  |
| When conducting reviews of performance I ensure that both measurable results and expected behaviours are taken into account |  |  |
| Performance reviews are future focused and result in development plans that will allow a worker to grow and develop |  |  |