

WORKSHEET 5.1

Assessment of Your Project Leadership Abilities

Instructions: This assessment is intended to show you where your project leadership strengths lie and where you have room to improve. On each of the following abilities, honestly rate yourself *high*, *medium*, or *low*.

1. Build cohesive teams with shared purpose and high performance	RATING:
2. Set, communicate, and monitor milestones and objectives	RATING:
3. Gain and maintain buy-in from sponsors and customers	RATING:
4. Prioritize and allocate resources	RATING:
5. Manage multiple, potentially conflicting priorities	RATING:
6. Create and define systems and processes to translate vision into action	RATING:
7. Maintain an effective, interactive, and productive team culture	RATING:
8. Manage budget and project progress	RATING:
9. Gather and analyze appropriate input, and manage the "noise" of information overload	RATING:
10. Manage risk-versus-reward and return-on-investment equations	RATING:
11. Balance established standards with the need for exceptions in decision making	RATING:
12. Align decisions with business and organizational/team values	RATING:
13. Make timely decisions in alignment with customer and business pace	RATING:

Sources: Adapted from Lou Russell and Jeff Feldman, *IT Leadership Alchemy* (New York: Prentice Hall, 2003); and Lou Russell, *Leadership Training* (Alexandria, VA: ASTD Press, 2003).