SELF ASSESSMENT WORKSHEET

Instruction’s: Use the tool below prior to taking your self assessment to ensure you have considered the major contributing factors to your overall performance.

Consider each of your goals you worked on across the past year and consider the needed skills to perform those projects well. Then identify whether those skills are currently one of your strengths or are development areas.

<table>
<thead>
<tr>
<th>Goal:</th>
<th>Required Skill: __________</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>□ Strength □ Development area</td>
</tr>
<tr>
<td></td>
<td>Required Skill: __________</td>
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</tr>
</tbody>
</table>

Strengths
List each of your major strength identified above and provide at least one example of a time when you demonstrated each strength.

Strength: __________
Example:

Strength: __________
Example:

Strength: __________
Example:

Development Areas
List each major development area identified above and provide a concrete example of why you think it’s a development area. Also list measures you and your organization can take to improve your performance.

Development Area: __________
Example:
Steps for Improvement:

Development Area: __________
Example:
Steps for Improvement:

Development Area: __________
Example:
Steps for Improvement: