



# 360° Feedback Assessment

Confidential Leadership Development Tool

## What is 360° Feedback?

360° Feedback is a comprehensive assessment process where an individual receives confidential, anonymous feedback from multiple sources including peers, direct reports, supervisors, and other stakeholders. This multi-perspective approach provides valuable insights into leadership effectiveness, behaviors, and areas for development.

## Purpose of This Assessment

The goal is to provide honest, constructive feedback that helps the individual understand how their actions and behaviors are perceived by others. This awareness enables targeted professional development and improved leadership effectiveness.

### ■ CONFIDENTIALITY GUARANTEE

This assessment is and will remain confidential.

We do not ask for anyone's name.

Your honest feedback is anonymous and will be aggregated with other responses.

## How to Complete This Assessment

- 1 Read each statement carefully and rate the person based on your direct observations and interactions.
- 2 Be honest and specific. Your candid feedback is most valuable for their development.
- 3 Use the rating scale provided. If you haven't observed a behavior, you may skip that item.
- 4 Provide written examples in the open-ended section to add context to your ratings.
- 5 Complete the assessment in one sitting. It takes approximately 10-15 minutes.

Please turn the page to begin the assessment

Person Being Assessed: \_\_\_\_\_ Date: \_\_\_\_\_

## Rating Scale

|   |                                            |
|---|--------------------------------------------|
| 1 | Never or to a very small extent            |
| 2 | Sometimes or to a less than average extent |
| 3 | Average - meets expectations               |
| 4 | Often or to a large extent                 |
| 5 | Always or to a very great extent           |

## Teamwork & Collaboration

|                                                             |     |     |     |     |     |
|-------------------------------------------------------------|-----|-----|-----|-----|-----|
| Respects others and supports their professional development | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Works effectively as a team member                          | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Supports the professional development of others             | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Listens to employees                                        | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |

## Leadership & Communication

|                                                         |     |     |     |     |     |
|---------------------------------------------------------|-----|-----|-----|-----|-----|
| Effective in gaining commitment by persuasion           | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Able to communicate the vision of the organization      | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Shows employees how their job supports the organization | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Effective in communicating ideas and concepts           | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |

## Professional Development & Standards

|                                                             |     |     |     |     |     |
|-------------------------------------------------------------|-----|-----|-----|-----|-----|
| Understands the market factors that impact the organization | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Seeks professional development opportunities                | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Is open to constructive feedback                            | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Has a high standard of work                                 | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |

## Accountability & Execution

|                                                 |     |     |     |     |     |
|-------------------------------------------------|-----|-----|-----|-----|-----|
| Is strict about checking details                | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Follows up on suggestions of co-workers         | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Works diligently toward the completion of goals | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Effective in making decisions                   | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |

## Problem Solving & Strategy

|                                           |     |     |     |     |     |
|-------------------------------------------|-----|-----|-----|-----|-----|
| Effective in analyzing data               | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Solves problems at the root cause         | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Identifies opportunities to achieve goals | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |
| Converts strategic plans into action      | ■ 1 | ■ 2 | ■ 3 | ■ 4 | ■ 5 |



## Open-Ended Feedback

1. Describe this person's greatest strengths with regard to their overall effectiveness:

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2. Describe the most important things this person should do to be more effective:

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3. Overall, how would you rate their performance and why?

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Other Comments:

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Thank you for providing honest, constructive feedback • Your input is confidential and valuable  
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