



Psyc.E.In. MOOC 2

Unit 6

2.5 LEADERSHIP Self-Assessment Checklist

Instructions

The following questions evaluate how you approach Leadership in crisis contexts. It is a qualitative assessment that shows you the Leadership aspects to improve.

You can use this self-assessment questionnaire as a pre- or post-course evaluation test.

Read each question and answer “YES” or “NO”.

Questions	YES	NO
Pre - crisis stage		
1. Have you prepared an emergency plan?		
2. Do you plan a needs analysis?		
3. Have you put staff self-care on the top of the list?		
4. Do you know that training yourself and your staff in recognizing risk factors and warning signs can help create an environment where stress reactions are not seen as a weakness?		
5. Do you divide work into essential vs non-essential tasks?		

6. Are you aware of the need for flexibility to adapt to change?		
Crisis stage		
1. Are you sure that you and your staff are taking breaks, getting enough sleep, and taking scheduled days off?		
2. As part of your preparedness planning, you may need to plan for long and even 24-hour shifts. Do you select alternate persons who can stand in for you and other functions, and train them in the essential tasks they will need to know?		
3. Do you clarify members' roles and establish ground rules?		
4. Are you aware that extreme or continuous stress often impairs people's ability to focus and make good decisions?		
5. Are you checking in regularly and keeping all staff informed about the emergency situation and working arrangements?		
Post - crisis stage		
1. Have you declared that the situation is under control?		
2. Do you verify that the solutions have been implemented correctly?		
3. Have you organized the follow-up actions?		
4. Did you thank the people who helped you?		
5. Is learning from experience the most important thing? Do you write about your experience?		

Each question is given 1 point if the answer is "YES", 0 if the answer is "NO". Total score range: from 0 to 16.

Check your score: __/16

Source

FEMA. Leadership in emergencies toolkit.