

Feedback Results
Your CompanyName Here
2024

Sample Employee

## Introduction

### What you will find in this report

This report contains the results of the feedback collected for you. These results are presented to help you identify your strengths, areas for development, and areas where your ratings may diverge with individuals providing you feedback.

We hope that you remember from your own experience how difficult it can be to provide others with this type of feedback, be open to considering their opinions, and be willing to use their feedback in your development.

### Goals of the 360 Degree Feedback

Multi-Source Feedback presents a more complete picture of an individual's behavior and performance by drawing information from different perspectives within the work environment. It gives recipients a resource to guide their development, and reviewers' additional input.

Feedback from multiple sources helps you in several ways, including increasing awareness of your strengths, how you are perceived by others in different roles, and providing input for your professional development.

### **Receiving Feedback**

Receiving feedback is a tremendous opportunity to discover how you are perceived by others which may be similar or dissimilar to how you perceive yourself. It is important to reflect on your feedback as a tool to help you set specific goals for professional development. This can be done when you see the feedback as it is, a perspective on where you may improve your performance and working relationships. It is important to realize that seeking and receiving constructive feedback is the only way we can see our "blind spots." This feedback may help us to understand the negative impact our actions may unintentionally have on others.

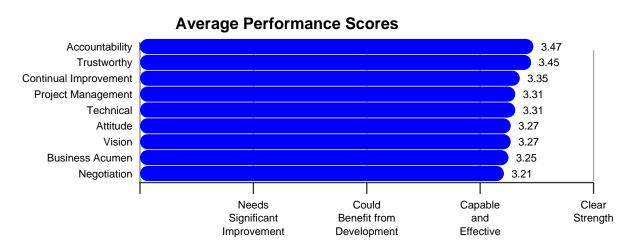
#### What to Do with Your Feedback

Use your feedback to help you develop awareness and set goals for developing your effectiveness. This can be done if you see the feedback as multiple perspectives on where you are already strong or can improve in the defined areas of effectiveness.

# **Summary**

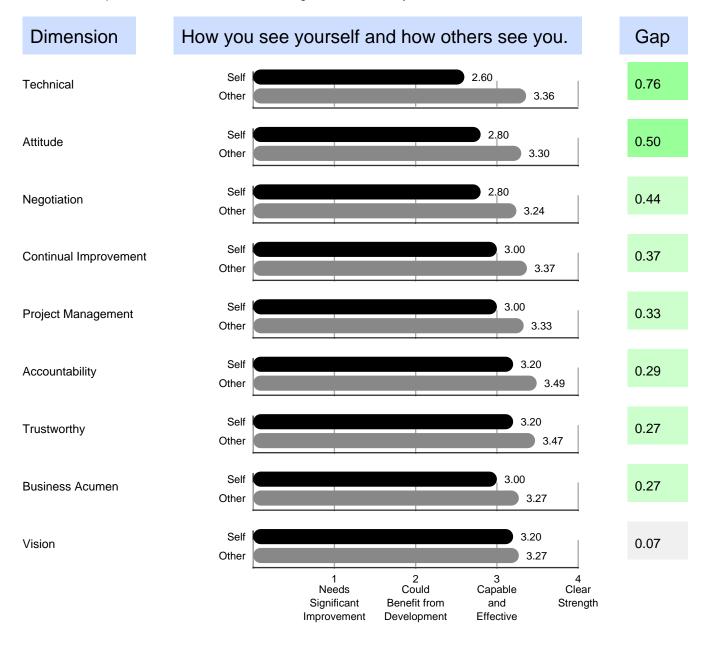
The questionnaire items used in this feedback process asked respondents to rate specific behaviors and competencies identified by [Your Company Name] current leaders. These behaviors and competencies fall into 9 major dimensions of leadership.

The summary scores for each dimension shown below were calculated by averaging all respondents' scores for all of the questions within that dimension. These dimension summary scores are sorted from high to low, with the highest shown at the top. The dimensions toward the bottom may need the most development.



# **Gap Analysis**

The following table graphically displays the "Gap," or difference between your average rating on each competency (labeled "Self") and the average score of all other respondents (labeled "Others") who provided you with feedback. This can help you identify blind spots, or areas where you were rated more favorably by other respondents than by yourself. The Gaps for these competencies are colored in shades of green. Conversely, the graph can also help you identify your opportunities for improvement, or areas where you rated yourself higher than others did. The Gaps for these dimensions are colored in shades of red. The darker the shade of green or red, the larger the Gap. Finally, if a dimension's Gap is not shaded with a specific color, it indicates an area of agreement between yourself and others.



## Level of Skill

# Accountability

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).

Item	n	Avg	LOA	Needs Significant Improvement	Could Benefit from Development	Capable and Effective	Clear Strength
Is aware of problems or issues that may affect the organization.	15	3.20	93.3	7%	67%		27%
2. Accepts accountability for their actions and results.	15	3.87	100.0	13%	87	%	
3. Tackles issues head on and finds solutions.	15	3.33	93.3	7%	53%	40	%
4. Acts like an owner when they make decisions.	15	3.60	93.3	<b>7%</b> 27%		67%	
5. Takes ownership of mistakes and learns from them.	15	3.33	93.3	7%	53%	40	%

## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

Item	2022	2023	Change
Is aware of problems or issues that may affect the organization.	3.29	3.20	-0.09
2. Accepts accountability for their actions and results.	3.65	3.87	+0.22 ▲
3. Tackles issues head on and finds solutions.	3.18	3.33	+0.16
4. Acts like an owner when they make decisions.	3.41	3.60	+0.19 ▲
5. Takes ownership of mistakes and learns from them.	3.24	3.33	+0.10

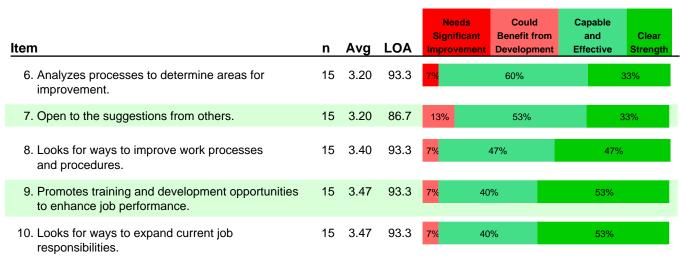
### Comments:

- I appreciate her dedication to the department employees.
- She sometimes comes off as confused about organizational/operational direction.
- She also has always been thankful for any help that I have given her.
- I have not had any issues with \_\_\_ since I have been working for her.
- She knows her material and obviously loves the continued learning that defines best practices.
- just know going through the hiring process with her.

# **Continual Improvement**

### Level of Skill

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).



## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

Item	2022	2023	Change
6. Analyzes processes to determine areas for improvement.	3.24	3.20	-0.04 <b>▼</b>
7. Open to the suggestions from others.	3.41	3.20	-0.21 <b>▼</b>
8. Looks for ways to improve work processes and procedures.	3.24	3.40	+0.16
9. Promotes training and development opportunities to enhance job performance.	3.18	3.47	+0.29 ▲
10. Looks for ways to expand current job responsibilities.	3.35	3.47	+0.11 ▲

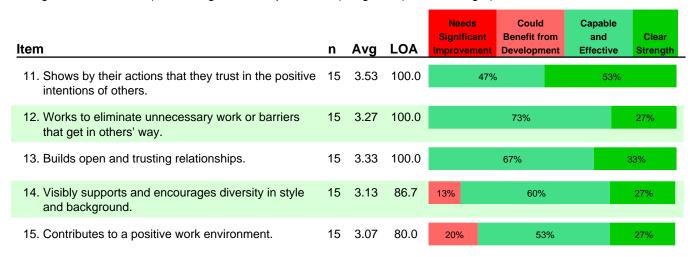
#### Comments:

- I feel that \_\_\_\_ has skills that are underutilized because she is a content expert in one function of the organization; however, her skills are far beyond human resources and should be used to help push the organization forward.
- \_\_\_ is an amazing manager to work under. She has taught me a ton on how to be an associate manager this past year.
- \_\_\_ is a visionary, has a lot of experience and knows what is happening in the department which is a benefit to the department and to the organization.
- \_\_\_ is able to manage an ever-changing work load. Her time management has improved over the last year, to promote a work-life balance.
- \_\_\_ is determined to help make [CompanyName] successful.
- She has made my job so much easier just having her in the facility and present to field questions/work related issues.

## **Attitude**

### Level of Skill

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).



## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

Item	2022	2023	Change
11. Shows by their actions that they trust in the positive intentions of others.	3.47	3.53	+0.06
12. Works to eliminate unnecessary work or barriers that get in others' way.	3.47	3.27	-0.20 <b>▼</b>
13. Builds open and trusting relationships.	3.35	3.33	-0.02 <b>▼</b>
14. Visibly supports and encourages diversity in style and background.	3.18	3.13	-0.04 <b>▼</b>
15. Contributes to a positive work environment.	3.00	3.07	+0.07 ▲

#### Comments:

- Ready to tackle any given problem and help others finish 1st
- There have been many changes in management over the last 5 years. I can truly say that \_\_\_ is an exceptional manager. Our dept has made some truly good changes under \_\_\_.
- She completes complex, multi-faceted tasks efficiently and involves essential staff which generates support and positive momentum.
- \_\_\_ is a strong leader and passionate about her customers, staff and safety.
- I have only worked under \_\_\_\_ for a short time but I am impressed often at her excellent leadership skills and ability to guide her staff under the competency model.
- Without a doubt, \_\_\_\_ is the best director I have worked for in my 30+ year carrer at [CompanyName]. She inspires
  me and everyone else she comes in contact with; to be excellent, not just good, but excellent. I feel supported,
  respected, recognized and needed as the manager of SCI.

# **Project Management**

### Level of Skill

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).



## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

Item	2022	2023	Change
16. Develops action items, workplans, timelines, and criteria for projects.	3.65	3.40	-0.25 <b>▼</b>
17. Develops performance measures for various aspects of the project.	3.47	3.27	-0.20 <b>▼</b>
18. Maintains costs and expenses within budget limits.	3.12	3.00	-0.12 <b>▼</b>
19. Organizes, plans, and directs resources to accomplish the goals and objectives.	3.59	3.47	-0.12 <b>▼</b>
20. Responds guickly and appropriately to unforeseen problems.	3.29	3.40	+0.11

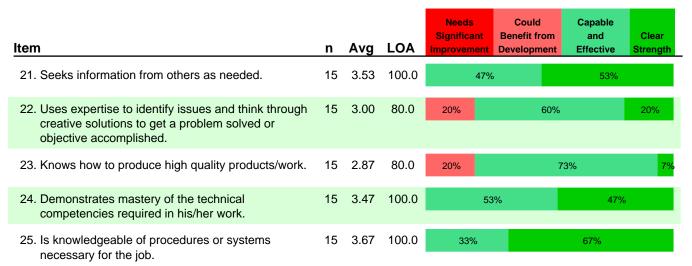
#### Comments:

- I enjoy working with \_\_\_ and look forward to future opportunities for collaboration.
- \_\_\_\_ exercises a leadership style that consistently meets and exceeds the needs of customers, visitors, co-workers, etc. \_\_\_ is able to use all listed points under in a way that either provides a service to others or helps others that are providing direct help. \_\_\_ is a great mentor and example to those she supervises.
- \_\_\_ has high expectations of herself and her employees. She does an excellent job of managing the department.
- \_\_\_ is a perfect fit for the Manager role she is fair, consistent on keeping us working towards our goal of an excellent experience every time, always there for the team.
- She recognized where I needed help and supported me in making the case to get it.
- \_\_\_ is an outstanding manager.

## **Technical**

### Level of Skill

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).



### Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

Item	2022	2023	Change
21. Seeks information from others as needed.	3.35	3.53	+0.18 🔺
22. Uses expertise to identify issues and think through creative solutions to get a problem solved or objective accomplished.	3.00	3.00	
23. Knows how to produce high quality products/work.	2.88	2.87	-0.02 <b>▼</b>
24. Demonstrates mastery of the technical competencies required in his/her work.	3.00	3.47	+0.47 ▲
25. Is knowledgeable of procedures or systems necessary for the job.	3.76	3.67	-0.10 <b>▼</b>

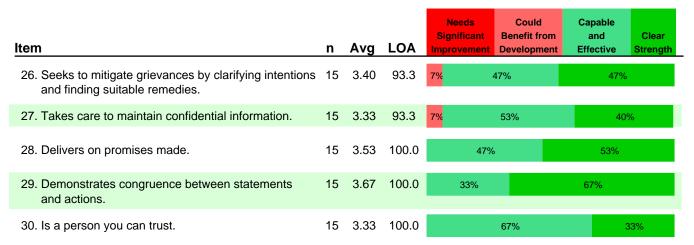
### Comments:

- Expectations of scheduling for associate manager's is not always clearly defined. As a result consistent leadership is not available to staff. Needs to hold managers accountable for getting projects completed in a timely manner. Better communication of expectations of the associate manager group as a hold would be beneficial.
- recently had experience of making remarks w/o thinking about perception of others. In the future this type of behavior should be of primary importance.
- Gets the job organized and in time. Makes sure all are on the same page and communicates very well.
- She allows self-starter employees to take ownership of tasks/improvements and doesn't hover, but is available when you need her. She has monthly meetings with our team to keep everyone current and allow employees to make suggestions for change and improvement for workflow and cost saving ideas.
- She knows product and how to engage potential clients.
- Strive for excellence. Willing to learn. Implement advice from others.

# **Trustworthy**

### Level of Skill

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).



## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

ltem	2022	2023	Change
26. Seeks to mitigate grievances by clarifying intentions and finding suitable remedies.	3.53	3.40	-0.13 🔻
27. Takes care to maintain confidential information.	3.12	3.33	+0.22 ▲
28. Delivers on promises made.	3.41	3.53	+0.12 ▲
29. Demonstrates congruence between statements and actions.	3.59	3.67	+0.08
30. Is a person you can trust.	3.41	3.33	-0.08

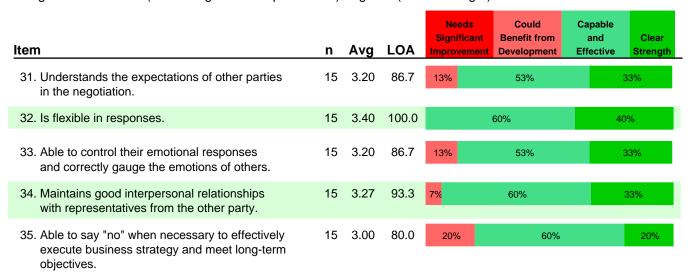
### Comments:

- She encourages staff skill development and input to improve department processes
- Takes complete ownership of role and looks for ways to assist teammates.
- Needs to have more face-to-face communications with other employees in the company.
- I appreciate that \_\_\_\_ reaches out to communicate expected changes and organizational impact.
- has been eager to learn her new position and is transitioning well.
- Her recent willingness to take on the department demonstrates her desire to engage in opportunities to challenge herself professionally and seek continuous learning and growth opportunities. Additionally, it illustrates her genuine commitment to the organization.

## Level of Skill

# Negotiation

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).



## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

ltem	2022	2023	Change
31. Understands the expectations of other parties in the negotiation.	3.18	3.20	+0.02 🔺
32. Is flexible in responses.	3.35	3.40	+0.05 ▲
<ol> <li>Able to control their emotional responses and correctly gauge the emotions of others.</li> </ol>	3.18	3.20	+0.02 🔺
34. Maintains good interpersonal relationships with representatives from the other party.	2.88	3.27	+0.38 ▲
35. Able to say "no" when necessary to effectively execute business strategy and meet long-term objectives.	3.18	3.00	-0.18 ▼

### Comments:

- juggles a lot of responsibilities and appears to have it all under control.
- excels at looking at other people's strengths and building upon them for the good of the department.
- Has a very good attitude which makes it a pleasure working environment. Stays organized and on top of most all issues
  that arise.
- \_\_\_ is a very good leader.
- Communication to staff has greatly improved.
- She has a broad vision across all spectrums of the dynamics within services, from the customers, to staff and managers.

## **Business Acumen**

### Level of Skill

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).

ltem	n	Avg	LOA	Needs Significant Improvement	Could Benefit from Development	Capable and Effective	Clear Strength
36. Effectively develops and uses resources (people, time, money, supplies, equipment, and space) to improve organizational performance	15	3.20	93.3	7%	67%		27%
37. Understands complex issues and problems.	15	3.27	93.3	7%	60%		33%
38. Asks the 'right' questions to size up or evaluate situations.	15	3.27	86.7	13%	47%	40	)%
39. Applies the knowledge of work processes to influence the achievement of business goals	15	3.13	86.7	13%	60%		27%
40. Exhibits behavior that is consistent with the vision, mission, and core values of the organization	15	3.40	93.3	7%	47%	47%	6

## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

Item	2022	2023	Change
36. Effectively develops and uses resources (people, time, money, supplies, equipment, and space) to improve organizational performance	3.18	3.20	+0.02 ▲
37. Understands complex issues and problems.	3.35	3.27	-0.09 🔻
38. Asks the 'right' questions to size up or evaluate situations.	3.24	3.27	+0.03 🔺
39. Applies the knowledge of work processes to influence the achievement of business goals	3.59	3.13	-0.45 <b>▼</b>
40. Exhibits behavior that is consistent with the vision, mission, and core values of the	3.29	3.40	+0.11 ▲

#### Comments:

- \_\_\_\_ always provides supportive comments and input to arrive at team decisions that are in the best interest of the customer and [CompanyName]. A recent example of this is the agreements renegotiation and cost saving plan.
- Her recent willingness to take on the department demonstrates her desire to engage in opportunities to challenge
  herself professionally and seek continuous learning and growth opportunities. Additionally, it illustrates her genuine
  commitment to the organization.
- \_\_\_ is very busy and does a good job delegating work. By delegating she provides opportunity for others to learn and grow. Sometimes the delegation comes with short notice, but \_\_\_ has confidence that the work will be done well.
- · She is well respected.
- Difficult to reach sometimes and often does not respond to messages at all.
- exercises a leadership style that consistently meets and exceeds the needs of customers, visitors, co-workers, etc. \_\_\_\_ is able to use all listed points under in a way that either provides a service to others or helps others that are providing direct help. \_\_\_\_ is a great mentor and example to those she supervises.

## Vision

### Level of Skill

The table below shows the responses in a graphic form where the percentage of each kind of response is shown using a color from red (Needs Significant Improvement) to green (Clear Strength).

Item	n	Avg	LOA	Needs Significant Improvement	Could Benefit from Development	Capable and Effective	Clear Strength
41. Creates a positive vision of the future for the Company.	15	3.33	93.3	7%	53%	40	%
42. Behaves in a way that is consistent with business values & code of conduct	15	3.33	93.3	7%	53%	40	%
43. Understands the vision of the Company and promotes it ahead of any self-interests.	15	3.13	86.7	13%	60%		27%
44. Persuades others to follow the Company's vision.	15	3.00	86.7	13%	73%		13%
45. Creates a common vision for others.	15	3.53	100.0	47%		53%	

## Time Comparisons by Item

Previous administrations of the survey included similar items. For comparison purposes, the table below allows you to see how your scores this year compared to your scores from the previous survey administration. The direction of change is indicated by a colored triangle.

Item	2022	2023	Change
41. Creates a positive vision of the future for the Company.	3.29	3.33	+0.04
42. Behaves in a way that is consistent with business values & code of conduct	3.41	3.33	-0.08
43. Understands the vision of the Company and promotes it ahead of any self-interests.	3.35	3.13	-0.22 🔻
44. Persuades others to follow the Company's vision.	3.18	3.00	-0.18 <b>▼</b>
45. Creates a common vision for others.	3.35	3.53	+0.18 🔺

#### Comments:

- When making hiring decisions, she makes a point to ensure all stakeholders are involved in the process and decision.
- Her work ethics, professionalism, communication, compassion and caring for people and [CompanyName] are reflected daily.
- \_\_\_ has improved in the area of defining outcomes and expectations. I believe that without the department setting the
  example, it will always be hard to clearly define what should be done. Many things are planned behind closed doors
  and we are told what to do.
- Is sincerely a role model for everything one would look for in a role model as a team member.
- \_\_\_ has also come down to help our department when we have been very busy and needed help.
- Establishes a culture where everyone's contribution is acknowledged and valued.

## **Comments**

Those who gave you feedback had the opportunity to provide additional written comments about perceived strengths and possible development areas. This section provides a consolidated list of these comments.

## What would help make you a more effective leader?

- seems to have good knowledge and awareness of the strengths and talents of her direct reports (as well as their
  weaknesses). When in need, she picks the appropriate person to conquer a task or assignment. She is always good about
  seeking advice before proceeding.
- I know she is busy, but the information requests or answers to emailed questions can slow things down. Communicate
  more directly and more often.
- \_\_\_ is actively involved in observations and demonstrates her commitment to the team. This is very much appreciated.
- We are very blessed to have \_\_\_\_ for our manager! Best one we've EVER had. We appreciate her very much.
- \_\_\_ has made consistent efforts to inform us of all process changes, and has been instrumental in making the staff work as a team.
- \_\_\_ is a role model for development of professional relationships and respects the viewpoints of others demonstrated by her open communication style and ability to tactfully move through difficult communications.

## What do you like best about working with this individual?

- \_\_\_\_ also takes feedback well. When she expresses a comment or presents a change for the floor that may reflect a disconnection with how "real life•" works, she is able to listen and alter her approach for consideration to staff's views.
- always goes above and beyond in her daily work.
- She tends to ask for feedback in group settings, such as Core Competencies, where people are afraid to speak up or do not want to seem disrespectful.
- She also demonstrates a willingness and ability to have difficult conversations that ultimately help each associate succeed
  in their roles or move on due to a lack of fit.. I must say that I learn a great deal from \_\_\_\_ and her style of leadership. Her
  understanding and appreciation of her leadership team and all her associates is something I would aspire to replicate in my own
  leadership areas of repsonsibility.
- \_\_\_\_ sometimes struggles with clarity in her communication and her understanding of operational issues.
- She has also greatly improved her communication.

### What do you like least about working with this individual?

- I am very thankful for all the opportunities she has provided me and I have grown in my development under her guidance. A real asset to the organization.
- My only constructive feedback would be for her to continue to be aware of how her personal style when she has strong feelings
  about something can, at times, shut down contrary views/opinions from the group. She may want to consider open ended
  questions from others to draw out their thoughts and then sharing her perspective as a balance.
- I enjoy working with \_\_\_. I feel she is honest and has a desire to see improvement in the organization as a whole. Her area is unique which, at times, allows \_\_\_ to give a whole new perspective on a subject.
- \_\_\_ is very involved with her team and any process change which I think helps the team change their process more effectively. I keep trying to copy her style.
- She recognized where I needed help and supported me in making the case to get it.
- I have observed \_\_\_ work with her staff and team on improvement activities. She has assigned lead people to work on projects given their strengths. \_\_\_ does take action when there are employees who do not fit with the organization mission and values.

## What do you see as this person's most important leadership-related strengths?

- exceeds all expectations in all aspects of her job and the jobs of others when helping on the floor.
- \_\_\_ has done a superb job in outlining expectations for her staff. She has a unique ability to segment work, clearly define goals, and move forward with processes in a meaningful manner.
- She is professional, reliable, ethical, and thoroughly engaged. She demonstrates this by showing up every day, providing feedback and stewardship for all her reports.
- \_\_\_ is reliable and effective communicator. She has done a great job in taking the team to better organization and follow through...executing on the many plans from service lines and throughout the system.
- I was impressed with the time she spent both working on the issue and with the individual. I believe these efforts will pay off.
- \_\_\_ has stepped into the role of director and has provided great support to her managers and supervisors, not shying away

from issues which need to be addressed.

### What do you see as this person's most important leadership-related areas for improvement?

- · She is confident in decision making, thoughtful in response to difficult questions and direct when the conversation requires.
- She's a good and reliable team member.
- She is very responsive when asked for input or her assistance is requested.
- \_\_\_ is an outstanding manager.
- \_\_\_ has stepped into the role of director and has provided great support to her managers and supervisors, not shying away from issues which need to be addressed.
- · She supports each and every one of us and was very sensitive to how this was effecting every staff member.

### Any final comments?

- Where do I even start to articulate how much I value about working with \_\_\_\_ ? I learn something every time I have the opportunity to work with her and she is the picture of grace under pressure. She uses any frustration to drive [Pronoun: himsher] to a better level of performance and understanding and I never see her turn that on others. I feel so fortunate to have a good relationship with such a gifted professional colleague as \_\_\_\_ is.
- · Very approachable. Listens to problems and always willing to assist in coming up with solutions.
- Always conducts herself in a professional manner.
- She strives to raise the bar everyday to improve our processes to best serve our customers.
- Staff expressed concern early this year about frustrations with quantity and boundaries for work, roles of staff and more.
- \_\_\_ continues to build the Human Resources department into a strong and effective driving force that continues to get better and better at meeting the needs of the organization and the community.