Building the Leader: Emotional Intelligence Self-Assessment  
(Based on work by Dr. Daniel Goleman)

Name: ___________________________________  Month/Year: ____________________

Leading from a Strong Personal/Social/Emotional Foundation. An effective leader must be secure and continually growing in his or her personal life in order to lead from a position of personal strength, maturity, and well-developed "emotional intelligence."

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<tr>
<th>Dimension</th>
<th>Description</th>
<th>Rating</th>
<th>Comments, Goals for Growth</th>
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</table>
| **Self-Awareness** | You:  
  - know your own mood  
  - describe your feelings (signed or written)  
  - know your action options (what you can do about your feelings)  
  - know your emotional strengths and weaknesses |  ❑ Fully Developed  
  ❑ Mostly Developed  
  ❑ Partially Developed  
  ❑ Not Developed |
| **Self-Regulation** | You:  
  - handle upset feelings and calm yourself  
  - control impulses  
  - stay positive under pressure  
  - are flexible |  ❑ Fully Developed  
  ❑ Mostly Developed  
  ❑ Partially Developed  
  ❑ Not Developed |
| **Internal Motivation** | You:  
  - set your own goals  
  - set small steps to achieve large goals  
  - continue to work despite frustration  
  - follow through and finish tasks |  ❑ Fully Developed  
  ❑ Mostly Developed  
  ❑ Partially Developed  
  ❑ Not Developed |
| **Empathy**        | You:  
  - read body language and understand other people’s feelings  
  - take another’s perspective  
  - want to help others who are hurt or sad |  ❑ Fully Developed  
  ❑ Mostly Developed  
  ❑ Partially Developed  
  ❑ Not Developed |
| **Social Skills**   | You:  
  - get along with others  
  - work well in groups or teams  
  - solve problems and conflicts with others  
  - interact appropriately with a variety of people in different situations |  ❑ Fully Developed  
  ❑ Mostly Developed  
  ❑ Partially Developed  
  ❑ Not Developed |
The Five Components of Emotional Intelligence

Self-awareness

• Definition: Self-awareness is the ability to recognize and understand personal moods and emotions and drives, as well as their effect on others.
• Self-awareness depends on one's ability to monitor one's own emotion state and to correctly identify and name one's emotions
• Hallmarks* of self-awareness include self-confidence, realistic self-assessment, and a self-deprecating sense of humor. *A hallmark is a sure sign of the component.

Self-regulation

• Definition: Self-regulation is the ability to control or redirect disruptive impulses and moods, and the propensity to suspend judgment and to think before acting.
• Hallmarks include trustworthiness and integrity; comfort with ambiguity; and openness to change.

Internal motivation

• Definition: Internal motivation is a passion to work for internal reasons, such as an inner vision of what is important in life, a joy in doing something, curiosity in learning, a flow that comes with being immersed in an activity, and a propensity to pursue goals with energy and persistence.
• Hallmarks include a strong drive to achieve, optimism even in the face of failure, and organizational commitment.

Empathy

• Definition: Empathy is the ability to understand the emotional makeup of other people, and a skill in treating people according to their emotional reactions.
• Hallmarks include expertise in building and retaining talent, cross-cultural sensitivity, and service to clients and customers.

Social skills

• Definition: Social Skills is proficiency in managing relationships and building networks, and an ability to find common ground and build rapport.
• Hallmarks of social skills include effectiveness in leading change, persuasiveness, and expertise building and leading teams.