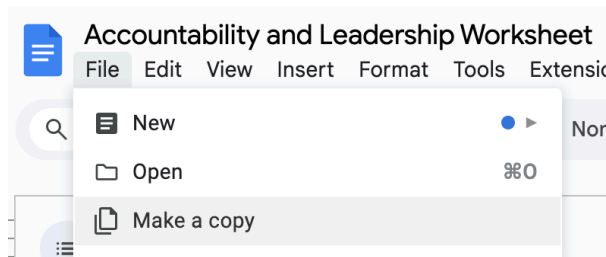


GWC Worksheet: Right Person, Right Seat

This document is set to **View Only**, so you'll need to make your own copy:

1. In the top menu, click **File > Make a copy**.



2. Rename the file something like:
"My Accountability Chart - [Your Practice Name]"
3. Save it in your Google Drive or download it as a Word Doc if you prefer working offline.

Instructions: Use this worksheet during performance reviews, team development, or hiring. Evaluate whether a team member is in the right seat by answering the three core GWC questions for each key role or team member.

Team Member: _____

Role/Position: _____

Date: _____

GET IT

Do they truly understand the role, its expectations, and how it fits into the bigger picture?

- ☐ Yes
- ☐ Somewhat
- ☐ No

Why or why not?

WANT IT

Do they genuinely want to do the job? Are they internally motivated, without needing to be constantly reminded?

- ☐ Yes
- ☐ Somewhat
- ☐ No

Why or why not?

CAPACITY TO DO IT

Do they have the time, skill, emotional intelligence, and physical ability to do the job successfully?

- ☐ Yes
- ☐ With support/training
- ☐ No

Why or why not?

Summary

GWC Score:

- Get It: ____
- Want It: ____
- Capacity: ____

Is this the right seat for this team member based on your answers?

- ☐ Yes
- ☐ Not yet – needs development
- ☐ No – consider another role or exit strategy

Next Steps / Coaching Plan (if needed):
