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Manager Self-Assessment Tool: Evaluate Your Own Efforts at Employee Development

This self-assessment tool is designed to help managers assess their performance in terms of promising employee development practices. The items listed below have been shown to be good practices across companies. However, employee development also takes place within the context of specific companies' cultures. This list is not meant to take the place of other employee development practices specific to your individual company.

NOTE: The original version of this survey is available for download at www.ncwit.org/supervising. You can modify or use as is.

A successful manager...	How I accomplish this	How I might improve
Sets clear expectations <ul style="list-style-type: none"> Examines these for unconscious bias 		
Provides the necessary materials, equipment, and resources to get job done <ul style="list-style-type: none"> Makes sure this is done equitably among team members 		
Uses employees' strengths and gives them opportunities to do what they do best <ul style="list-style-type: none"> Examines how unconscious bias might influence what I see as "strengths" 		
Gives frequent recognition for good work <ul style="list-style-type: none"> Avoids invoking stereotype threat or tokenism when doing so 		
Values employees' opinions and feedback <ul style="list-style-type: none"> Draws out quieter employees rather than primarily listening to those who speak loudly or more often 		
Encourages employee development and provides opportunities to grow		
Examines how unconscious bias might influence the advice I give or opportunities I suggest		
Discusses employees' future roles and goals in the company (at least twice a year) <ul style="list-style-type: none"> Looks for how unconscious bias might shape the advice I give 		