

Individual Mindful Leadership Assessments

Self Worth

1. I believe that my worth is equal to everybody else's worth in the organization.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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2. I know what respectful behavior looks like in various professional situations, and I could write a list of those behaviors.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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3. If somebody behaves in what I think is a disrespectful manner towards me, I tell them what kind of behavior I would prefer.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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4. I bring as much value to this organization as every other employee does.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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5. This organization benefits from me and my work.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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6. I make good decisions.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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7. My feelings of self-worth remain stable, regardless of what kind of feedback I get.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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Self-Care

1. I take care of my own needs before I address other people's wants.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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2. I take time to play and have fun.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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3. When I need to, I take time off work for self-care when I feel physically, mentally, or emotionally unbalanced.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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4. I take time for myself to recharge when I need it.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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5. I avoid "pushing through" activities, especially if I feel bad (physically or emotionally) or know I will feel bad later.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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6. I don't allow other people's requests to affect "me time" and time off from work.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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7. I connect with others in meaningful ways that are additive to my life.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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8. My work spaces (physical and virtual) are clean and organized.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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Mindfulness

1. I complete tasks and projects in a timely manner.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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2. I have a consistent method of prioritizing my work tasks (based on my job description, the mission and vision of the organization, and emerging situations that may require flexibility).

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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3. The amount of time I spend on work tasks and projects on any one day is equal to their priority and due date.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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4. If somebody asks me to do something that is not time sensitive or relevant to my work, I plan a time to help them instead of dropping what I'm doing in the moment, especially if I am busy or focused on a work task.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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5. I am able to stay calm when I receive an urgent-sounding email.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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6. When I get an urgent-sounding email or phone call, I assess the content and timeframe to decide whether it requires my attention, instead of just immediately stopping what I'm doing and focusing on the communication.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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7. I stay present and engaged when I'm at work.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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8. I stay present and engaged when I'm in a meeting.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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9. I spend more time in the present moment than thinking about the future or the past.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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10. I can objectively notice my thoughts as I am thinking them.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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11. I avoid getting sucked into negative thinking patterns and ruminating.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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12. I think about what I *do* like (about me, other people, or my environment) more than what I *don't* like.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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13. If my thoughts are not supportive (to myself or others), I redirect myself.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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14. I can tell the difference between my thoughts and feelings.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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15. I notice how my thoughts directly influence my feelings.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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16. I can identify my feelings using specific emotion words.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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17. When I feel uncomfortable emotions, I can pinpoint the associated physical sensations in my body.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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18. My feelings and emotions are valuable and valid.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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19. I tend to take on other people's emotions, especially uncomfortable ones.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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20. If I see that somebody is feeling hurt, I feel compassion for them.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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21. I express my uncomfortable feelings openly, directly, and calmly.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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22. I can tolerate other people's strong emotions without getting involved.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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Principles

1. I can explain exactly how each of my work tasks supports the mission and the vision of the organization.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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2. I have a clear and consistent set of values and principles that I could write down or explain.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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3. My behavior reflects my values and principles.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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4. I follow my own advice and suggestions to others.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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5. I am willing to try things a different way if it could more effectively support the mission and the vision of the organization, even if it's uncomfortable for me.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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6. If I make a mistake, I let the appropriate people know ASAP and I work on fixing it.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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7. My behavior reflects what I'm trying to achieve, not what I'm trying to avoid.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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8. I can differentiate between my needs and wants and the needs of the organization.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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9. I set aside my personal wants for the good of the organization.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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Change & Growth

1. If I need more information to do a task or project, I ask for it.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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2. If I don't know how to do something, I ask for help.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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3. I ask for honest feedback about my work from **supervisors**.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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4. I adjust my work practices based on feedback from supervisors.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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5. I ask for honest feedback about my work from **supervisees**.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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6. I adjust my work practices based on feedback from supervisees.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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7. I am open to honest feedback about my **behavior** from the people I work with in the organization.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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8. I adjust my behavior based on feedback from the people I work with in the organization.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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9. If I make a decision or behave in a way that produces negative consequences, I make amends (apology + behavior change) as soon as possible.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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