

The Ripples Group

360 Feedback Survey – Reflection

Review your report and reflect on the feedback you have received

- What are **your key takeaways** from the feedback you received?
 - 1.
 - 2.
 - 3.
- **Insights on self-awareness:** How closely do your perceptions match those of your respondents? Is it consistently higher or lower across all skills?
- What are **your key strengths**? Which of these are **important** for you to continue to leverage?
 - 1.
 - 2.
 - 3.
- What are 2-3 **low rated behaviors** that are **critical for your development** as a leader?
 - 1.
 - 2.
 - 3.
- Looking at your **detailed ratings** are there any behaviors that are particularly high or low from a specific perspective (boss, peer, direct report) compared to overall ratings? What is critical for you to act upon?
 - Boss
 - Peer
 - Report

360 Feedback Survey - Development action plan

Prepare a draft action plan and review with your coach

Your plan should consist of two types of actions:

- Ways to use your **strengths** to a greater advantage
- Ways to improve overall performance by working on **development needs**

Strengths – Identify **actions** that will leverage your strengths to a greater extent. This can be for a specific group (boss, peers, reports)

- 1.
- 2.
- 3.

Development needs – Select 2 areas of development you are willing to work on for the next 6 months that will add the greatest value to your performance. For each area, identify actions that will stretch your comfort zone and that you can practice frequently. Think about situations or events that prompt you to practice new skills, as well as, who needs to be involved (boss, peers, reports). Set target dates where relevant.

Objective 1:

Action plan

- 1.
- 2.
- 3.

Objective 2:

Action plan

- 1.
- 2.
- 3.

360 Feedback Survey Development plan – Follow up

First reflect on your own, then, share with your coach.

- How will you evaluate your progress toward your development goals. What defines success? What are some key milestones?
- How do you want to reflect, how often and when you will do it, and how you will record your thoughts?
- From whom and when you will gather additional feedback about your progress? How often you will ask for feedback?
- Besides meeting with your coach, are there regular meetings with your boss, peers or direct reports, to help you take time to focus on your development?