

SENIOR LEADERSHIP POTENTIAL ASSESSMENT

APPLICANT NAME:	FEDERAL AGENCY:
SUPERVISOR NAME:	TELEPHONE and EMAIL:

Using the scale below, circle the rating in each listed competency that best describes the applicant's leadership potential. Sign the statement at the bottom of page 2.

Submit this assessment to the USDA Leadership Development Office at Fax – 202-690-1067.

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| 1 – Low Potential: | Potential is not yet demonstrated or developed. Not yet ready for advanced executive development. |
| 2 – Some Potential: | Potential evident to some degree but not a dominant strength. Executive potential may increase w/ development. |
| 3 – Strong Future Potential: | Potential clearly demonstrated. Further challenge can be undertaken, expectation of high performance results. |
| 4 – Outstanding Potential: | Numerous notable examples of this competency easily identified. Applicant has high-caliber leadership potential. |

		1	2	3	4
Creativity and Innovation	Develops new insights into situations; questions conventional approaches; encourages new ideas and innovations; designs and implements new or cutting edge programs/processes.				
External Awareness	Understands and keeps up-to-date on local, national, and international policies and trends that affect the organization and shape stakeholders' views; is aware of the organization's impact on the external environment.				
Flexibility	Is open to change and new information; rapidly adapts to new information, changing conditions, or unexpected obstacles.				
Resilience	Deals effectively with pressure; remains optimistic and persistent, even under adversity. Recovers quickly from setbacks.				
Strategic Thinking	Formulates objectives and priorities, and implements plans consistent with the long-term interests of the organization in a global environment. Capitalizes on opportunities and manages risks.				
Vision	Takes a long-term view and builds a shared vision with others; acts as a catalyst for organizational change. Influences others to translate vision into action.				
Conflict Management	Encourages creative tension and differences of opinions. Anticipates and takes steps to prevent counter-productive confrontations. Manages and resolves conflicts and disagreements in a constructive manner.				
Leveraging Diversity	Fosters an inclusive workplace where diversity and individual differences are valued and leveraged to achieve the vision and mission of the organization.				
Developing Others	Develops the ability of others to perform and contribute to the organization by providing ongoing feedback and by providing opportunities to learn through formal and informal methods.				
Team Building	Inspires and fosters team commitment, spirit, pride, and trust. Facilitates cooperation and motivates team members to accomplish group goals.				
Accountability	Holds self and others accountable for measurable high-quality, timely, and cost-effective results. Determines objectives, sets priorities, and delegates work. Accepts responsibility for mistakes. Complies with established control systems and rules.				

Customer Service	Anticipates and meets the needs of both internal and external customers. Delivers high-quality products and services; is committed to continuous improvement.	1	2	3	4
Decisiveness	Makes well-informed, effective, and timely decisions, even when data are limited or solutions produce unpleasant consequences; perceives the impact and implications of decisions.	1	2	3	4
Entrepreneurship	Positions the organization for future success by identifying new opportunities; builds the organization by developing or improving products or services. Takes calculated risks to accomplish organizational objectives.	1	2	3	4
Problem Solving	Identifies and analyzes problems; weighs relevance and accuracy of information; generates and evaluates alternative solutions; makes recommendations.	1	2	3	4
Technical Credibility	Understands and appropriately applies principles, procedures, requirements, regulations, and policies related to specialized expertise.	1	2	3	4
Financial Management	Understands the organization's financial processes. Prepares, justifies, and administers the program budget. Oversees procurement and contracting to achieve desired results. Monitors expenditures and uses cost-benefit thinking to set priorities.	1	2	3	4
Human Capital Management	Builds and manages workforce based on organizational goals, budget considerations, and staffing needs. Ensures that employees are appropriately recruited, selected, appraised, and rewarded; takes action to address performance problems. Manages a multi-sector workforce and a variety of work situations.	1	2	3	4
Technology Management	Keeps up-to-date on technological developments. Makes effective use of technology to achieve results. Ensures access to and security of technology systems.	1	2	3	4
Partnering	Develops networks and builds alliances; collaborates across boundaries to build strategic relationships and achieve common goals.	1	2	3	4
Political Savvy	Identifies the internal and external politics that impact the work of the organization. Perceives organizational and political reality and acts accordingly.	1	2	3	4
Technology Management	Keeps up-to-date on technological developments. Makes effective use of technology to achieve results. Ensures access to and security of technology systems.	1	2	3	4
Interpersonal Skills	Treats others with courtesy, sensitivity, and respect. Considers and responds appropriately to the needs and feelings of different people in different situations.	1	2	3	4
Oral Communication	Makes clear and convincing oral presentations. Listens effectively; clarifies information as needed.	1	2	3	4
Integrity/Honesty	Behaves in an honest, fair, and ethical manner. Shows consistency in words and actions. Models high standards of ethics.	1	2	3	4
Written Communication	Writes in a clear, concise, organized, and convincing manner for the intended audience.	1	2	3	4
Continual Learning	Assesses and recognizes own strengths and weaknesses; pursues self-development.	1	2	3	4
Public Service Motivation	Shows a commitment to serve the public. Ensures that actions meet public needs; aligns organizational objectives and practices with public interests.	1	2	3	4

I understand that the applicant's federal agency (identified on page 1) is responsible for payment of all assessment fees, training fees, and travel fees in order to participate in the USDA SES CDP.

SUPERVISOR SIGNATURE and DATE:

AD-1208 11-30-2006