

EMPOWERMENT ASSESSMENT

(Questionnaire for teams to evaluate themselves)

Respond to the following statements by using the most applicable of the 4 comments:

- 1 = the statement is *very true*
- 2 = the statement is *somewhat true*
- 3 = the statement is *somewhat untrue*
- 4 = the statement is *very untrue*

DETAILS	Responses (1, 2, 3 & 4)*
<u>Clarity of purpose</u>	
i) People know where they stand	
ii) I know what is expected of me	
iii) Tasks & responsibilities are clearly organised	
iv) Systems & procedures are adequate	
v) I know what the organisation (team) stands for	
<u>Morale</u>	
i) People are trusted	
ii) Policies are flexible enough to consider personal needs	
iii) I feel respected as a person	
iv) Individual differences in lifestyle & values are respected	
v) I like working here	
vi) There is a positive spirit	
vii) If I had a personal problem, the organisation (team) would stand by me while I worked it out	

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DETAILS	Responses (1, 2, 3 &)*i
<u>Fairness</u>	
i) I approve of the things that go on here	
ii) People are treated fairly	
iii) I trust what the organisation (team) says	
<u>Recognition</u>	
i) Individual efforts are rewarded appropriately	
ii) If people do something well, it is acknowledged	
iii) The organisation (team) looks at what you can do, not who you know	
iv) The organisation (team) expects the best from people	
<u>Teamwork</u>	
i) People help each other out	
ii) People work together to solve difficult problems	
iii) People care for each other	
iv) People here are out for the organisation (group), not themselves	
<u>Participation</u>	
i) People have a voice in decisions	
ii) Problems are shared	
iii) People get the resources they need to do their job	
<u>Communication</u>	
i) I am kept informed of what's going on in the organisation	
ii) Communication is clear & timely between groups	
iii) I understand why things are asked of me	

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DETAILS	Responses (1, 2, 3 &)*i
<u><i>Healthy environment</i></u>	
i) People are able to manage the pressure of their work	
ii) I am not expected to do too many things	
iii) Change is well-managed	
iv) Red tape & procedures don't interfere with getting things done	
v) I am able to grow & learn	
vi) There are opportunities for career development	

Notes

- i) Average the scores by dividing the total of all the number values inserted by the number of questions in that section. If the average is greater than 2, the topic needs addressing. If a team or group does this exercise, and there is a wide spread of answers, then the issues need to be "unpacked"

(Source: Cynthia Scott et al, 1991)

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Extracted from: Organisational Change Management 50+ Frameworks and 200+ Techniques

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