

## U.S. Coast Guard Mentor Readiness Assessment: Skill Survey

### Mentor Skill Survey

Take a few minutes and complete the following Mentor Skill Survey.

This survey should be completed to assess your areas of mentoring competence. Assess each competency descriptor by contemplating what experience you've had with each and what results you've delivered in each area.

Circle the appropriate number using the scale below as a guide:

- 1=Very Effective**
- 2=Somewhat Effective**
- 3=Neither Effective nor Ineffective**
- 4=Somewhat Ineffective**
- 5=Very Ineffective**

Coast Guard Leadership Competencies (denoted with*)		Effective			Ineffective	
		1	2	3	4	5
<b>*Leading Self</b>						
1.	I would describe my accountability and responsibility as...	1	2	3	4	5
2.	I would describe my followership as...	1	2	3	4	5
3.	I would describe my self-awareness and learning as...	1	2	3	4	5
4.	I would describe my ability to align values as...	1	2	3	4	5
5.	I would describe my health and well-being as...	1	2	3	4	5
6.	I would describe my personal conduct as...	1	2	3	4	5
7.	I would describe my technical proficiency as...	1	2	3	4	5
<b>*Leading Others</b>						
8.	I would describe my communication ability as...	1	2	3	4	5
9.	I would describe my ability to influence others as...	1	2	3	4	5
10.	I would describe my respect for others and diversity management as...	1	2	3	4	5
11.	I would describe my team building as...	1	2	3	4	5
12.	I would describe my ability to take care of people as...	1	2	3	4	5
13.	I would describe my ability to mentor as...	1	2	3	4	5
<b>*Leading Performance and Change</b>						
14.	I would describe my customer focus as...	1	2	3	4	5
15.	I would describe my management and process improvement as...	1	2	3	4	5
16.	I would describe my decision making and problem solving as...	1	2	3	4	5
17.	I would describe my conflict management as...	1	2	3	4	5

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18. I would describe my creativity and innovation as...	1	2	3	4	5
19. I would describe my vision development and implementation as...	1	2	3	4	5
<b>*Leading the Coast Guard</b>	<b>Effective</b>			<b>Ineffective</b>	
	1	2	3	4	5
20. I would describe my stewardship as...	1	2	3	4	5
21. I would describe my technology management as...	1	2	3	4	5
22. I would describe my financial management as...	1	2	3	4	5
23. I would describe my human resource management as...	1	2	3	4	5
24. I would describe my ability to partner as...	1	2	3	4	5
25. I would describe my external awareness as...	1	2	3	4	5
26. I would describe my entrepreneurship as...	1	2	3	4	5
27. I would describe my political savvy as...	1	2	3	4	5
28. I would describe my strategic thinking as...	1	2	3	4	5
<b>General Learning Descriptions</b>	<b>Effective</b>			<b>Ineffective</b>	
	1	2	3	4	5
29. I would describe my assistance with professional military education (enlisted) as...	1	2	3	4	5
30. I would describe my assistance with professional military education (officer/civilian) as...	1	2	3	4	5
31. I would describe my ability to be tactful as...	1	2	3	4	5
32. I would describe my ability to build relationships as...	1	2	3	4	5
33. I would describe my ability to communicate better as...	1	2	3	4	5
34. I would describe my ability to complete qualifications as...	1	2	3	4	5
35. I would describe my cultural awareness as...	1	2	3	4	5
36. I would describe my ability to develop others as...	1	2	3	4	5
37. I would describe my ability to establish plans as...	1	2	3	4	5
38. I would describe my ability to foster communication as...	1	2	3	4	5
39. I would describe my ability to get results as...	1	2	3	4	5
40. I would describe my job orientation as...	1	2	3	4	5
41. I would describe my ability to manage change as...	1	2	3	4	5
42. I would describe my ability to prepare for advancement (civilians) as...	1	2	3	4	5

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43. I would describe my ability to prepare for advancement (enlisted) as...	1	2	3	4	5
44. I would describe my ability to prepare for advancement (officers) as...	1	2	3	4	5
45. I would describe my ability to prepare for a new assignment as...	1	2	3	4	5
46. I would describe my ability to retain talent as...	1	2	3	4	5
47. I would describe my technical expertise as...	1	2	3	4	5

Based on this evaluation check off the Learning Descriptions that you feel most competent to mentor someone else in. Please select at least two (2) Coast Guard Leadership Competencies and two (2) General Learning Descriptions.

### Coast Guard Leadership Competencies (denoted with\*)

#### \*Leading Self

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> 1. Accountability and Responsibility | <input type="checkbox"/> 2. Followership          | <input type="checkbox"/> 3. Self-Awareness and Learning |
| <input type="checkbox"/> 4. Aligning Values                   | <input type="checkbox"/> 5. Health and Well-Being | <input type="checkbox"/> 6. Personal Conduct            |
| <input type="checkbox"/> 7. Technical Proficiency             |   |   |

#### \*Leading Others

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> 8. Effective Communications | <input type="checkbox"/> 9. Influencing Others     | <input type="checkbox"/> 10. Respect for Others and Diversity Management |
| <input type="checkbox"/> 11. Team Building           | <input type="checkbox"/> 12. Taking Care of People | <input type="checkbox"/> 13. Mentoring                                   |

#### \*Leading Performance and Change

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> 14. Customer Focus      | <input type="checkbox"/> 15. Management and Process Improvement | <input type="checkbox"/> 16. Decision Making and Problem Solving   |
| <input type="checkbox"/> 17. Conflict Management | <input type="checkbox"/> 18. Creativity and Innovation          | <input type="checkbox"/> 19. Vision Development and Implementation |

#### \*Leading the Coast Guard

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> 20. Stewardship               | <input type="checkbox"/> 21. Technology Management | <input type="checkbox"/> 22. Financial Management |
| <input type="checkbox"/> 23. Human Resource Management | <input type="checkbox"/> 24. Partnering            | <input type="checkbox"/> 25. External Awareness   |
| <input type="checkbox"/> 26. Entrepreneurship          | <input type="checkbox"/> 27. Political Savvy       | <input type="checkbox"/> 28. Strategic Thinking   |

### General Learning Descriptions

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> 29. Assistance with Professional Military Education (Enlisted) | <input type="checkbox"/> 30. Assistance with Professional Military Education (Officer/Civilian) | <input type="checkbox"/> 31. Be Tactful              |
| <input type="checkbox"/> 32. Build Relationships  | <input type="checkbox"/> 33. Communicate Better   | <input type="checkbox"/> 34. Complete Qualifications |
| <input type="checkbox"/> 35. Cultural Awareness   | <input type="checkbox"/> 36. Develop Others   | <input type="checkbox"/> 37. Establish Plans         |

