

**Reflect on some of the conversations, discussions meetings you attend in work.
How well do you foster dialogue and collaborative conversations?**

1. I bring a spirit of inquiry and curiosity to conversations

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

2. I use open-ended questions to encourage explanation or elaboration.

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

3. I demonstrate genuine openness and interest in perspectives different to my own

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

4. I tend to begin by helping people think through an issue for themselves rather than rushing in with my solutions

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

5. I listen for the speaker's intention and to understand the deeper values and beliefs that underpin their viewpoints

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

6. I hold back on giving my opinion or viewpoint until I'm sure they've had a chance to share theirs.

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

7. I ask questions to clarify the speaker's underlying concerns, issues or interests.

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

8. I aware of my biases and assumptions and put these aside so I can be fully present in the conversation with the other person.

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

9. I recognize and acknowledge emotions, both my own and the other person's.

0	1	2	3	4	5
Don't	Definite	Need	Do Okay	Do	Definite

Know	Shortcoming	Improvement		Effectively	Strength
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10. I paraphrase and summarise back what the speaker has said to check I have fully understood their perspective

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

11. I allow for and value silence as a way of slowing the conversation down.

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

12. I stay focused on the speaker and don't get distracted by trying to come up with a counter argument or response

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

13. I try to keep an open mind, even when I have doubts or judgments.

0	1	2	3	4	5
Don't Know	Definite Shortcoming	Need Improvement	Do Okay	Do Effectively	Definite Strength

SUMMARY

My strengths in fostering dialogue:

2-3 skills I can work on:
