



Welcome!

We are excited to partner with you on this transformative step in your professional development. The 360-degree assessment is a powerful tool designed to provide you with deep, actionable insights into your leadership capabilities, helping you to harness your strengths and identify clear paths for growth.

This letter will serve as your guide, outlining the process, the expected outcomes, and the time commitment involved.

The 360-Degree Assessment: Developing your career impact

The foundation of our approach is the **Competing Values Framework (CVF)**, a renowned model that helps leaders understand and balance the diverse demands of their roles. The 360 assessment gathers confidential feedback from a full circle of people you work with—including your manager, peers, and direct reports—as well as your own self-assessment.

This process provides a comprehensive, multi-perspective view of your performance across the key leadership competencies defined in the CVF, such as the Mentor, Facilitator, Innovator, Director, and Producer roles.

The Process: Step-by-Step

We have designed a straightforward process to guide you from initial setup to a personalized action plan.

1. **Step 1: Schedule an Initial Discussion.** Your first step is to schedule a 30-minute discussion with our team so we can answer any initial questions and prepare you for the process. Please email us at jmoore@ixeusconsulting or call us at (802) 227-4360 to set up a time that is convenient for you.
2. **Step 2: Learn the CVF Framework.** To help you get the most out of your results, we ask that you familiarize yourself with the Competing Values Framework (CVF) that the assessment is built upon. Please choose the format that works best for you:
 - **Watch** this introductory video: <https://youtu.be/UvAnrdikHcY?feature=shared>
 - **Listen** to this podcast episode: **The Competing Values Framework.wav** (found in your resource files)
 - **Read** this overview document: **CVF intro.pdf** (found in your resource files)



3. **Step 3: Rater Selection.** Following our discussion, you will begin by identifying a group of individuals who can provide meaningful feedback on your leadership behaviors. We recommend a balanced group of 6-8 people, typically including your direct manager, several peers, and your direct reports.
4. **Step 4: The Assessment.** Once your raters are selected, you and your raters will receive a secure link to an online questionnaire. The assessment focuses on observable leadership behaviors and cultural preferences.
5. **Step 5: Confidential Report.** After the feedback window closes, we will compile the responses into a comprehensive and confidential report. Your raters' feedback will be aggregated and anonymized to ensure confidentiality and encourage candid responses.
6. **Step 6: Debrief & Coaching Session.** You will participate in a one-on-one debriefing session with one of our certified coaches. In this session, we will walk you through your report, help you interpret the results, and begin building a focused, actionable development plan tailored to your personal and professional goals.

Outcomes: What You Will Gain

Our goal is to empower you with the clarity and tools needed to elevate your leadership effectiveness. By the end of this process, you will have:

- **Greater Self-Awareness:** A clear understanding of how your leadership style is perceived by others.
- **Identified Strengths:** A validated view of your core leadership strengths to leverage more intentionally.
- **Pinpointed Blind Spots:** Insight into potential "blind spots" where your impact may differ from your intent.
- **An Actionable Development Plan:** A concrete plan with 1-2 specific, high-impact goals to accelerate your growth.



Your Time Investment

We respect your demanding schedule and have streamlined the process accordingly:

- **For You:**
 - **Initial Discussion & Framework Review:** Approximately 45-60 minutes.
 - **Selecting Raters:** Approximately 15-20 minutes.
 - **Completing Your Self-Assessment:** Approximately 15-20 minutes.
 - **Debrief & Coaching Session:** 90 minutes.
- **For Your Raters:** The assessment is designed to be completed in approximately 15-20 minutes.

We are confident that you will find this process to be an invaluable investment in your professional career. We look forward to supporting you every step of the way.

Sincerely,

The Leader4Impact Team