



# The Leadership Partners 360 feedback tool

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# Why use 360 feedback?

- If you want to develop your skills as a leader then you need to know how others are perceiving you.
- For many successful leaders getting this feedback enables them to be aware of aspects of their leadership they will seek to further develop.
- They also gain confidence from qualities that others deem to be high performing.

# Step 1: Select your raters

These are the people you will request feedback from.

You should aim to have at least 2 respondents in each of the following groups:

- Manager/SLT
- Peer
- Support assistants
- Other

# Step 1: Select your raters

Having chosen your raters, you need to ask their willingness to support you in gaining feedback.

The feedback process takes less than 30 minutes.

You will need their email addresses so that the 360 questionnaire can be sent to them.



# Step 1: Complete the rater's form

Once you have the agreement of your raters you need to complete the Leadership Partners rater's form and email it to the address supplied.

Once this form is received all raters including yourself will be sent to link to the 360 form.

**What makes this process SO useful are the additional comments asked for at the end of each section.**

# Raters comments

Raters are asked to write a comment on 2 aspects on your behaviours at the end of each section:

1. What you do well in this area?
1. What you could do differently, that will improve your performance in this area?



## Step 2: Complete the 360

A date will be set by when the feedback is needed by.

Reminders will be sent during this time to prompt people who have either not started or not completed your feedback.

No report will be generated until all feedback has been received.

# Your report

Your report will be emailed to you. It will have 3 parts:

- A report overview
- A 360 summary chart and detailed feedback on each section
- A gap analysis: Your strengths and weaknesses



# Your report :Section 1

## Competence summary chart

A report overview will be in the form of a radar chart/spider diagram. This makes your feedback more impactful visually.

This will give you insight into how you are viewed in general by the people who are affected by your behaviour. Look or specific themes and consider why this might be the case.

# Questions to reflect on

- How symmetrical is the chart?
- Are there any specific competencies that skew high or low?
- At what level of competence is the overall chart?
- How do you score against manager, peers and others scores?
- How does the manager score against the others score?

# Your report :Section 2

## Competence analysis

Here you will find the detail of how you are viewed on the behaviours that drive each competence. The charts show the quantitative feedback and the written feedback is also shown here.

The written feedback adds to the richness of the report as sometimes numerical scores alone are not as informative as you might wish.

## Section 2

Questions to reflect on:

What impression do you get from the different behaviours?

What are the highest scores and by whom?

What evidence might support the scoring you see?

What themes can be picked up from the comments in the qualitative feedback?

Do the qualitative and quantitative feedback align?

# Section 3

## Gap analysis

Your six most positive and negative scores are shown here. The numbers illustrate how large the differences are in terms of the rating scale.

Look at how extreme the scoring is, it may be small!

A table then ranks your highest and lowest scores. Your decision is to decide which of the behaviours, which if you worked on would make the biggest difference to your career.

# Coach support

A coach can support you to unpick your report and clarify which of the feedback points you wish to further develop. These could potentially form performance management targets.

It can be human nature to focus on lower scores, a coach will encourage you to look at your feedback in a developmental and pro-active way.

# The next step

**High performing teams** who value 360 feedback will then meet together and each member will share their chosen aspects of leadership (goals) to develop. Each team member will support individuals to meet their goals.

Each term the team will schedule time to return to these goals within a team meeting. Helping each other to succeed is a key feature of such teams.



# To find out more...

Leadership Partners is committed to supporting leaders at all levels to be the best that they can be.

To find out more or book a call, please email:

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