



District
Management
Group

MANAGER'S TOOLKIT

Are you and your team ready to lead transformational change?

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Take this test to see how effective you and your leadership team are in applying your leadership skills to support meaningful and lasting change.



Are you and your team ready to lead transformational change?

Leading change in large, complex organizations like school districts is a daunting task. Faced with this enormous challenge, often involving multiple teams or departments and a number of external stakeholders, the natural instinct is to focus on the process — the lists of things that have to get done, and the roster of people who need to be involved to make things happen.

But leading change is about so much more than leading a process. It requires projecting yourself as a leader who is steadfast in the belief that this initiative is fundamental to larger strategic objectives. It involves more than giving a rousing, inspirational speech; it means continually inspiring others, modeling commitment and a change in mindset, and staying involved throughout the entire process.

Take this test to see how effective you and your leadership team are in applying your leadership skills to support meaningful and lasting change.

Name of Change Effort: _____

Communicate and Motivate

Do you and your leadership team ...	Not Often	Sometimes	Always
Radiate boldness and passion about the future state or end result?			
Clearly communicate why changes are needed and what changes are required?			
Consistently communicate the vision, process, and progress?			

Remain Steadfast and Focused

Do you and your leadership team ...	Not Often	Sometimes	Always
Remain focused on the change effort at hand and avoid being sidetracked by other issues?			
Show up at meetings, check in with those working on the change, and help remove barriers?			

Role-Model the Change

Do you and your leadership team ...	Not Often	Sometimes	Always
Demonstrate the necessary shift in mindset and behavior?			
Make system, structure, and process changes at the top to start?			
Hold other senior leaders accountable as fellow role models?			

Be Engaged and Connected

Do you and your leadership team ...	Not Often	Sometimes	Always
Stay involved in strategy and execution from start to finish?			
Anticipate the challenge points — the points at which the emotions and reactions of stakeholders might sabotage your efforts?			
Keep a pulse on change through informal channels?			
Map and convince key influencers along the way?			

Total number of checkmarks in each column			
Multiply	x 1	x 2	x 3
Total score by column		+	+

Total Score

SCORING: Add the scores across all categories.

0 – 17: It would be useful to spend some time reviewing and planning how you and your leadership team are leading change. Considering your answers to these questions will help provide an indication of where you and your team might want to rethink or increase your efforts.

18 – 27: You are off to a good start! Review your answers to explore areas where you might want to increase your efforts.

28 – 36: You and your team are capable, skilled, and inspiring leaders of change in your district. You are taking the right steps and projecting yourselves as change leaders.