

SUPERVISOR'S ROLE QUIZ:

Directions: Check only the statements that apply to your supervision.

A. _____ I like to provide timely and specific feedback. "Good job!" feels good but says little; "You really did a great job engaging Matthew in the classroom this morning" lets an employee know what was good.

B. _____ I like to find ways to develop and grow your staff in areas of weakness.

C. _____ I like to hire consultants to conduct workshops or seminars for my staff.

D. _____ I feel like no assignment get completed without repeated visits to my office. (Staff constantly are checking in with me to make sure it's being done right)

E. _____ I always treat all staff and their viewpoints, with respect.

F. _____ I give encouragement when staff have demonstrated poor performance.

D. _____ I sometimes make excuses to my superior, when the staff I supervise fail to complete projects either on time or correctly.

E. _____ I like to make sure it's a win-win solution when dealing with staff.

A. _____ I believe in establishing standards and goals that are high enough to make employees stretch, but no so high that they're impossible to reach.

F. _____ I always find a way to inspire staff despite a strong evidence of low staff morale.

B. _____ I like to identify personal strengths and weaknesses of my staff.

C. _____ I like to send my staff to training courses, visit other classrooms, etc.

A. _____ I always tell the truth to staff with kindness and caring-but still being truthful.

D. _____ When gathered together, my employees ask my permission to go the restroom, take a break, etc.

F. _____ My staff knows that I'm here for them, even when they are performing poorly.

B. _____ I always set long-term goals and and short-term objectives with staff, to make sure they have a clear pattern for achieving their desired job performance and professional growth.

E. _____ When dealing with staff, I remain interested but impartial.

C. _____ I prefer to reimburse or otherwise compensate employees for taking classes that directly improve their job skills.

A. _____ I always share ideas and offer suggestions, but resist telling staff how to do things.

D._____”Nobody told me I had to do that” is a familiar chorus in staff meetings.

E._____ I always establish a process for accessing the success of the agreed-upon solutions.

B._____ I believe in exploring new directions to achieve goals.

C._____ I’m constantly networking with other programs, local resources to link staff with effective training opportunities.

F._____ I would make a statement like this: “We’re short-staffed right now, and I know that’s not your issue. But we still have children attending the program everyday, so let’s give it our best. I’ll work in toddlers classroom until the teacher returns, who wants to come in early to cover early arrivals and stay late for late departures.

A._____ I like to show staff how to prepare a lesson plan, rather than have them complete one for me, metaphorically speaking.

D._____ You often look at your staff sitting in your office airing yet another dispute, and realize that if they were younger and shorter, they’d be tattling.

E._____ I like to focus on common goals and look for common ground to help staff reach their goals.

Let’s find out your established role!!!!

Quiz Key:

The Coach – mostly A’s

The Mentor – mostly B’s

The Teacher – mostly C’s

The Parent – mostly D’s

The Mediator – mostly E’s

The Cheerleader – mostly F’s

*An equal amount , are almost equal amount of more than one role, indicates that you often utilize both roles to manage your staff.