



### 3-Minute Organizational Assessment

For each statement below, rank your business on a scale of 1 to 5, where 1 is weak and 5 is strong. Don't overthink it. This is simply an exercise to help you better understand where you can continue to improve.

	1	2	3	4	5
Our core values are clear and we are hiring, firing, and making decisions around them.					
We have a clear vision for the company that is in writing and is inspiring performance.					
We have a long-term stretch goal that is clear and has been communicated to everyone.					
Our 3 year company goals are written, shared, and agreed upon.					
Our 1 year company goals are written, shared, and agreed upon. Their attainment will allow us to reach our 3 year company goals.					
Each department's 1 year goals are written, shared, and agreed upon. Their attainment will allow us to reach our one year company goals.					
Our ideal client profile is clear. Product management/development, sales, and marketing efforts are focused on it.					
All of the roles at the company are clearly defined and the expectations for success have been shared and agreed upon.					
The organizational chart is clear, complete, and updated regularly.					
All of our employees know how they are performing because they are having regular (at least monthly) review/feedback meetings with their managers who are being clear, consistent, candid, and caring.					
Everyone is clear on their priorities and understands how goal attainment benefits their team, their department, and the company.					
We reward performance. Everyone has a number.					
All of our employees are a match for both company culture (core values) and their role.					
Our talent needs are regularly assessed and we have a plan in place to meet those needs.					
Our managers are receiving the training they need to effectively delegate and grow their team.					
We have an inventory of all company and departmental processes and procedures.					
All of our processes are documented, in place, updated regularly, and are followed by everyone.					
We have a budget and it is reviewed monthly at the company and the departmental level.					
Key performance metrics are in place and monitored weekly for each department and the company.					
We have a process to regularly receive, share, and act upon employee and customer feedback.					
	<b>Total:</b>				



If you score:

- 20-40: You're succeeding in spite of yourself. Your company is running through chaos and probably has a hard time repeating outcomes.
- 40-60: You've started to develop some structure and are getting better are creating accountability across the organization.
- 60-80: You're doing pretty well. You've built in a culture of accountability, but there are still a few hiccups now and then.
- 80-100: You've figured it out. Your company is set up for success and can run without you there. Enjoy!