



Future Leaders Identification Form

Nan McKay

Purpose: This form is designed to assist organizations in recognizing individuals who possess the potential to be future leaders. By assessing various qualities and skill sets, it ensures that promising candidates are given the right opportunities to flourish.

Personal Information:

1. Full Name: _____
2. Employee ID: _____
3. Department: _____
4. Date of Joining: // _____
5. Current Position/Role: _____

Skills Assessment:

On a scale of 1 (Lowest) to 10 (Highest), rate the individual's competency in the following areas:

1. Decision Making: _____
2. Team Collaboration: _____
3. Communication Skills: _____
4. Problem Solving: _____
5. Adaptability & Flexibility: _____
6. Time Management: _____
7. Technical Proficiency: _____

8. Project Management: _____
9. Conflict Resolution: _____
10. Cultural Awareness: _____

Leadership Potential Assessment:

On a scale of 1 (Strongly Disagree) to 5 (Strongly Agree), rate the individual on the following attributes:

1. Displays a vision for the future. _____
2. Takes initiative in challenging situations. _____
3. Is a role model for peers. _____
4. Seeks continuous personal and professional development. _____
5. Demonstrates empathy and understanding towards team members. _____
6. Accepts responsibility for their actions. _____
7. Shows resilience in the face of adversity. _____
8. Encourages innovative thinking. _____
9. Motivates and uplifts team morale. _____
10. Is open to feedback and shows a willingness to adapt. _____

Additional Comments:

Provide any specific observations, examples, or additional information that might support this individual's candidacy as a future leader:

Recommendation:

Considering the above evaluations and observations:

Highly recommend for leadership development program.

Recommend with reservations (please specify):

_____.

Do not recommend at this time.

Completed by:

Name: _____

Position: _____

Date: //_____

Please note: This form is a tool to help identify potential leaders within the organization. The final decision should be based on a comprehensive assessment, including but not limited to feedback from peers, supervisors, and direct reports, as well as past performance and future potential.

