PEOPLE MANAGER FEEDBACK SURVEY

The Blurb

A People Manager Feedback Survey is a powerful tool for evaluating leadership within an organization. It offers a unique opportunity for team members to provide candid feedback about their managers while maintaining anonymity. This fosters open and honest responses, ensuring feedback is centered on content rather than personal biases. Below, you'll find a sample survey to share with your team. Their input will be instrumental in enhancing your leadership skills and continuing your growth as a people manager.

SAMPLE SURVEY

Please take a few minutes to complete this survey honestly and thoughtfully. Your responses are confidential and will be used solely for the purpose of your development as well as your manager's continued growth.

SECTION 1: GENERAL INFORMATION

Your Manager's Name: _____

Your Team: _____

SECTION 2: LEADERSHIP STYLE

Please rate the following statements on a scale of 1 to 5, where 1 is 'strongly disagree' and 5 is 'strongly agree'.

1. My manager communicates effectively and keeps the team well-informed.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

2. My manager provides clear expectations and goals for our team.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

3. My manager supports my professional development and growth.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

4. My manager encourages open communication and values diverse perspectives.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

5. My manager effectively resolves conflicts within the team.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

6. My manager provides regular feedback and constructive criticism to help me improve in my role.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

7. My manager recognizes and appreciates the contributions and efforts of team members.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

8. My manager is approachable and open to discussing both work-related and personal issues when necessary.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

9. My manager effectively delegates tasks and responsibilities within the team.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

10. My manager demonstrates a commitment to fostering a positive team culture and a respectful work environment.

- ☐ 1 (Strongly Disagree)
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 (Strongly Agree)

SECTION 3: STRENGTHS AND AREAS OF DEVELOPMENT

In this section, we encourage you to provide open and honest feedback about your manager. Your responses will be kept completely anonymous, fostering a safe and confidential environment for expressing your thoughts. Please use specific examples where applicable to illustrate your points.

1. What can your manager do to improve their leadership and management capabilities? Please provide specific suggestions or areas where you believe there is room for growth.

Your Response:

_____

_____

_____

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2. What do you believe are your manager's areas of strength in their role as a leader? Please provide examples that showcase these strengths in action.

Your Response:

_____

_____

SECTION 4: ADDITIONAL COMMENTS

Please provide any additional comments or suggestions regarding your manager's leadership style, areas for development, or any other feedback you believe is valuable.

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Thank you for taking the time to complete this People Manager Feedback Survey. Your input is crucial in helping your manager grow and develop as a leader. We value your honesty and commitment to creating a positive work environment.

Recommended Action Items for Leaders After Receiving PMF Survey Results:

1. Review Results Thoroughly:
   - Take the time to carefully review the People Manager Survey results, paying attention to both quantitative scores and verbatim comments.
   - Gain a comprehensive understanding of the feedback provided.

2. Share Results with Your Team:
   - While respecting confidentiality, share the overarching themes and insights from the survey with your team.
   - Avoid singling out specific responses or individuals to maintain anonymity and foster open communication.

3. Facilitate Open Conversations:
   - Book a meeting and seek an honest and open discussion with your team about the survey results.
   - Emphasize your genuine interest in their perspectives and your commitment to growth as a leader.
   - Create a safe space for team members to express their thoughts and feelings. Let them know they can speak to you in 1:1s if they prefer to do so.

4. Commit to Actionable Steps:
   - Collaboratively identify actionable steps for improvement based on the feedback and discussions.
   - Encourage team members to contribute ideas on how to address specific areas of concern.
   - Share the action items (AIs) with the team to ensure transparency and alignment.

5. Implement Changes and Monitor Progress:
   - Begin implementing the agreed-upon changes and improvements in your leadership approach.
   - Regularly check progress toward achieving the identified goals and AIs.
   - Keep communication channels open to receive ongoing feedback from your team.

These recommended action items aim to promote transparency, collaboration, and continuous improvement in your role as a leader. By actively engaging with your team and taking concrete steps to address feedback, you can create a more positive and effective leadership experience for both yourself and your team members.