



MINDSET MUSING #9: STRENGTHS INVENTORY

What are you good at doing? What personal strengths do you have? While those seem like simple questions to answer, many people feel stuck after listing 5-8 skills or personal qualities. Oftentimes, we are blind to our own talents because we don't see them as being unique skills. We take for granted things we are good at or are simply invisible to them because they feel so natural to us, like part of our personality. So, it's good to check in with others – those who know you personally and professionally – to identify these blind spots. While some skills are natural, others are learned and developed over time and with consistent practice. Skills can be categorized as hard (e.g., learning PowerPoint) or soft (e.g., listening skills). The goal is to focus on the strengths and skills you most like to use and feel most comfortable and authentic using.

Journal your answer to the following questions to help reveal your key skills (hard or soft) and signature strengths:

Tools to assist you with this feedback:

- Job performance reviews
- Feedback from clients
- 360 feedback (formal or informal)
- Create a Personal Advisory Board of those people you know personally and professionally who will provide candid feedback on your skills and strengths and whose feedback you trust.

1. Name 3-5 skills/strengths you credit yourself with having. How have they positively impacted you personally or professionally?

2. Name 3-5 skills/strengths others would say you demonstrate. What positive impact would others say they have had?

3. What accomplishments have others praised you for? What skills/strengths were demonstrated in those accomplishments?

4. What do others come to you for help or advice on?

5. What skills or natural talents do you have and enjoy using that you would like to more fully leverage? What would that give you?

6. What skills do you have that you would like to use less often? How could that free you?

7. What skills would you most like to develop in the next 12 months?

8. What have been your greatest personal and professional accomplishments?

9. In what ways can you make the biggest impact on others?

“All too often we are skilled in things we never really chose, things we have had to do – not things we love. When it comes to picking out what you’ll do with energy and joy, what you can be a smashing success at, your skills are not only important – they can get in the way, unless you assign them to a strictly secondary role.” Barbara Sher, Wishcraft

Contact Marcie at 708.373.9613 for additional support in identifying and/or leveraging your strengths.