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Dear Advanced Academy Participant,

Effective leaders consistently live the *4 Essential Roles of Leadership* as the foundational framework for their leadership success. They **Inspire Trust, Create Vision, Execute Strategy, and Coach Potential** – and by so doing, engage their team to consistently help the organization achieve its most important results.

Welcome to the *4 Essential Roles of Leadership Assessment*. This 360-degree profile is designed for mid-to-senior-level leaders, providing a leadership baseline to help equip leaders with the essential mindsets and skillsets to lead more effectively.

As a participant in the Advanced Academy, you will complete this online self-assessment three-weeks prior to your Academy start date. You will be asked to invite feedback from others, including your manager/leader, peers, and direct reports, to gather and generate data and insights on how you consistently live the 4 Essential Roles*.* To protect anonymity, you need to select a minimum of three respondents in the “Peer” and “Direct Report” categories. If you have fewer than three respondents, those categories will not show any data.

An assessment survey link will be sent to you in your “Pre-Academy Work” email. It is your responsibility to send that link to whomever you would like to give you feedback, reminding your respondents of the survey timeline and deadline dates.

A few days prior to the Academy program, your aggregate report will be generated and emailed to you. Print your report and bring it with you, as it will be interpreted, reviewed, and emphasized during the work sessions.

You will retake this assessment a year later, prior to returning to the Session Two part of your Academy Program. The reassessment data provides another opportunity to check your progress and identify additional areas of focus in living the *4 Essential Roles of Leadership*. The Academy’s Liaison will provide further information for completing the reassessment at the appropriate time.

Feel free to reach out to [leadership@chairacademy.com](mailto:leadership@chairacademy.com) with questions and/or clarifications. We look forward to seeing you soon.

The Chair Academy Team