



This questionnaire is solely for your use.

Think about these questions with regard to your organization and network and its parent leadership readiness. Rate your answers on a continuum from Always or Yes to No, not yet. The questions in italics are clarifying questions and my help you decide how to position your responses.

	To What Extent Does Your Organization Maintain Parent Leadership-Friendly Policies?	Always/Yes	In Progress	In the plans	No, not yet
1A	To what extent are there defined roles in your organization for parent leaders? <ul style="list-style-type: none"> <i>What are they?</i> 				
1B	Do your policies reflect the responsibilities and benefits of your parent leaders? <ul style="list-style-type: none"> <i>Is input encouraged from parent leaders as well as staff?</i> 				
1C	Is there a meaningful career ladder within the organization for board members? Staff? Parent leaders? <ul style="list-style-type: none"> <i>Do you see evidence of movement and longevity within the network?</i> 				
1D	How useful is your policy to provide for special needs of parent leaders such as stipends, assistance with transportation, child care and how are parent leaders apprised of this in a respectful way? <ul style="list-style-type: none"> <i>Do you see that there is increased parent participation because of it?</i> 				
1E	How successful are your internal and external resources to help parent leaders develop and maintain their skills? <ul style="list-style-type: none"> <i>How are they adequately funded and kept timely and relevant?</i> 				

	To What Extent Does your Network Maintain Parent Leadership Friendly Policies?	Always/yes	In progress	In the plans	No, not yet
1F.	Do you have mentoring and/or shadowing opportunities for parent leaders? <ul style="list-style-type: none"> • <i>Is this a formal or informal process?</i> 				
1G	How effective is your structure to support and supervise parent leaders? <ul style="list-style-type: none"> • <i>How do you give them regular feedback on their performance?</i> 				
1H	How frequently are parent leaders given the opportunity to participate in staff enrichment workshops or in-services offered by the organization? <ul style="list-style-type: none"> • <i>Are parent leaders made welcome by staff when they do participate?</i> 				
1I	Are you kept informed of parent leaders engaging in community activities outside of your organization? <ul style="list-style-type: none"> • <i>Do you encourage and support this?</i> 				
1J	To what extent are parent leaders regularly and publicly recognized for their contributions? <ul style="list-style-type: none"> • <i>How is this information captured and shared within your network?</i> 				
	To What Extent Does your Network Practice Shared Leadership?	Always/yes	In progress	In the plans	No, not yet
2A	To what extent are your Parent Leaders accepted into discussions about common practices of the organization? <ul style="list-style-type: none"> • <i>How is their participation supported and encouraged?</i> 				
2B	Are information and decisions shared and made together with Parent Leaders? <ul style="list-style-type: none"> • <i>What is the forum for this?</i> 				
2C	Are Parent Leaders involved with collaborative problem solving? <ul style="list-style-type: none"> • <i>Can you cite an example?</i> 				

	To What Extent Does your Network Practice Shared Leadership?	Always/yes	In progress	In the plans	No, not yet
2D	Does your organization use multiple and innovative approaches to sharing leadership? <ul style="list-style-type: none"> • <i>How does this show itself?</i> 				
2E	Do you see evidence that leaders try to gain many points of view before solving important problems? <ul style="list-style-type: none"> • <i>By what means is this accomplished?</i> 				
2F	Do you try to build consensus or new ideas/solutions on a regular basis? <ul style="list-style-type: none"> • <i>What impact does that have within the hierarchical structure of your organization?</i> 				
2G	Does your organization have an open door for informal and formal problems, ideas and solutions? <ul style="list-style-type: none"> • <i>How is this done?</i> 				
2H	Do you feel that a leader can use conflict as tool for change, rather than view it as bad? <ul style="list-style-type: none"> • <i>By what means have you ascertained this?</i> 				
	How Does your Organization Welcome and Encourage Shared Leadership?	Always/yes	In progress	In the plans	No, not yet
3A	How effectively do all parts of your organization – board, staff, planning committee, network members, funded programs and parent leaders – work together to define a shared purpose and vision that incorporates parent leadership? <ul style="list-style-type: none"> • <i>How do you know this?</i> 				
3B	Do all members of your organization listen to parent leaders and do they have equal input to professionals and other volunteers in all levels of your organization? <ul style="list-style-type: none"> • <i>How is that assured?</i> 				
3C	How well is your mission known by parents throughout your organization and the state? <ul style="list-style-type: none"> • <i>How do you know this?</i> 				

	How Does your Organization Welcome and Encourage Shared Leadership?	Always/yes	In progress	In the plans	No, not yet
3D	Does your organization spend its resources to communicate its values of shared leadership and parent leadership <ul style="list-style-type: none"> • <i>By what means?</i> 				
3E	Do your board, staff, planning committee, network members, funded programs and parent leaders take collective responsibility for sharing the principles of parent leadership and shared leadership? <ul style="list-style-type: none"> • <i>How is this practiced?</i> 				
3F	To what extent does your agency encourage the use of strengths to develop and coordinate the activities of the organization? <ul style="list-style-type: none"> • <i>How is this carried out?</i> 				
3G	Does the organizational chart show lines of communication rather than hierarchy and power? <ul style="list-style-type: none"> • <i>Why?</i> 				
3H	Are there sufficient and varied opportunities for everyone in the organization to facilitate, guide, and coach others to adopt practices that reflect the goals of your mission? <ul style="list-style-type: none"> • <i>What are they?</i> 				
3I	Does your organization maintain a culture that supports risk-taking and encourages innovation? <ul style="list-style-type: none"> • <i>How is that accomplished?</i> 				
3J	Rate how your organization empowers parent leaders and other stakeholders to help shape the direction of your activities? <ul style="list-style-type: none"> • <i>What feedback loops have you created?</i> 				

This document was adapted from the Parent Leadership Development Checklist created by Circle of Parents for the FRIENDS National Resource Center.