



Psychological Safety Check-In

People by Design

Inspire People. Ignite Culture. Transform Lives.

www.pplbydesign.com

Welcome to the People by Design Psychological Safety Check-In! This tool is crafted to support managers in nurturing a people-centered culture and leading with emotional intelligence (EQ). Embrace the "Reframing the Puzzle" philosophy to empower your team and cultivate an environment where everyone feels encouraged to express themselves, share ideas, and take innovative steps with confidence.

Reflect on Your Leadership and Team Dynamics

Self-Assessment:

- Reflect on your current skills and areas for growth.
- Celebrate your top 3 leadership strengths.
- Identify 2 skills you are excited to develop this year.
- Note 1 area where you would like to gain more confidence.

Team Dynamics:

- Consider your team's dynamics and your role in supporting their growth.
- Acknowledge the main opportunities your team is currently exploring.
- Identify 1 way you can actively support your team's growth.
- Recognize 1 area where your team can enhance their strengths.

Set Clear Goals and Actions

Goal Setting:

- Define clear and actionable goals to guide your development journey.
- Set 1 short-term leadership goal (achievable within 3 months).
- Set 1 long-term leadership goal (achievable within 1 year).
- Write 1 weekly action you can take to work toward your goals.

Feedback and Support:

- Seek feedback and build a support network for growth.
- Invite a colleague or direct report to share positive feedback on your leadership style.
- Identify a potential mentor who can provide guidance and encouragement.
- Schedule regular check-ins with your manager or mentor to celebrate your progress.

Leverage Resources for Development

Resource Exploration:

- Explore available resources and take proactive steps to advance your development.
- List 1 resource (book, article, course, etc.) that can support you in achieving your goals.
- Plan 1 specific development activity (workshop, training, conference, etc.).
- Share your development goals with a colleague or mentor for encouragement and support.

Foster Psychological Safety

Create a Safe Environment:

- Encourage open communication by inviting team members to share their ideas and insights.
- Celebrate diverse perspectives and contributions.
- Implement regular team check-ins to discuss psychological safety and enhance collaboration.

Lead with Empathy:

- Practice active listening and ensure team members feel heard and valued.
- Show appreciation for the efforts and achievements of your team.
- Be mindful of your own emotional responses and model calm and constructive behavior.

Resources & Next Steps

This checklist is a starting point. Regularly revisit and adjust your goals and actions as you grow and evolve as a leader. Remember, creating a culture of psychological safety is a continuous journey. Good luck!

For more resources and support, visit the [People by Design website](#). Together, we can build a workplace where everyone thrives.

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