



KATIE VERNOY, Consultant

CAREER ASSESSMENT

For Executives and Emerging Leaders

Current Work Situation

1. What is your current work or career situation?
2. What is your role in your work currently?
3. Who are the key players in your daily work life?
4. How would you describe the relationships with each of these key players?
5. Where does each person sit within the organization in relationship to you? (This could be an org chart or a “work genogram.”)
6. What does a typical day at work look like?
7. How are you evaluated? What metrics are most important in your job?
8. What does success look like for you at work?

Assessment of Current Work Situation

1. How satisfied are you with your current work situation?
2. How competent do you feel at your job?
3. How well do you manage your schedule, time, tasks?
4. Which parts of your work do you like the most?
5. Which parts of your job do you like the least?
6. What are your strengths at work? (What do you trust about yourself - that you know you can bring to the table consistently?)
7. What do you struggle with the most? How do you manage that struggle?
8. How well does your view of success align with the expectations placed on you at work?

Impact of Current Work Situation

1. What do your loved ones think about your job/career?
2. How does your work (or the roles you take on) impact the people in your life?
3. What does your work/life balance or integration look like?
4. How well is your work/life balance or integration working for you?

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Setting Career Goals

1. What are your long-term career goals?
2. What does the path look like for you to meet those goals?
3. How do you feel about the path to those goals?
4. What motivates you at work?
5. What are your values, morals, vision and/or mission related to your career?
6. How well are you aligned with vision, mission, morals and/or values?
7. Do you want to significantly change your career or work setting?
8. If you had no fear, what would you be doing differently at work or with your career?
9. What are your financial goals? Are you meeting them?
10. What are the basics or minimum requirements you have for your employment?
11. What are you willing to do to change your situation?
12. How long do you want to work? (What is the time horizon for the rest of your working life?)
13. What do you want your daily/weekly/monthly work schedule to look like?
14. What current skills or resources do you have available to you to make changes in your career or work-setting?

Leadership Assessment

1. Are you a leader or do you aspire to leadership?
2. What was (or is) your path to leadership?
3. When did you first know you were a leader?
4. How did your understanding of leadership evolve over time?
5. What does an ideal leader or leadership situation look like to you?
6. How confident do you feel as a leader?
7. What values, morals, or ethics influence your leadership?
8. How well does your current leadership role(s) align with your values?
9. How do you make decisions?
10. How does your identity (or identities) affect or influence your leadership identity?
11. How do others respond to you as a leader?
12. How accepted are you as a leader?

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Executive/Management Assessment

1. Do you have a leadership role within your work?
2. What training or support have you received to become a strong leader or manager?
3. How effective was that training? What did you take away from it?
4. How many people do you oversee?
5. What metrics or other data points are you evaluated on as a leader?
6. What do your relationships look like with your employees/team members?
7. What feedback do you get from your team members?
8. How competent do you feel about your management skills?
9. What support do you have to manage others?
10. What is your leadership style or management philosophy?

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