



Capacity Building
Solutions

LEADERSHIP CAPACITY ASSESSMENT





A practical look at what an organization can actually handle

This assessment is not about achieving a high score. It is designed to provide an honest picture of how much leadership and organizational capacity exists in your organization today.

A simple 1–5 scale should be used for each statement:

- ▶ 1 = Rarely true
- ▶ 3 = Sometimes true
- ▶ 5 = Consistently true

Responses should be quick and honest. Overthinking often produces softer answers than reality.

1. Accountability & Ownership	Score (1–5)
Team members hold one another accountable without issues having to escalate to senior leadership	
Expectations are clear enough that ownership is obvious	
Missed commitments are addressed directly rather than avoided or delayed	
Accountability does not rely on constant involvement from the leader	
Section Total (out of 20):	

Reflection:

When accountability still depends on a single leader, true organizational capacity is limited.

2. Strategic Positioning & Clarity	Score (1–5)
The organization is clear about who it serves best—and who it does not	
Customers understand why choosing the organization makes sense	
Sales conversations focus on solving problems rather than listing features	
The organization resists revenue that creates long-term drag	
Section Total (out of 20):	

Reflection:

When customers primarily compare on price, a lack of clarity—not effort—is usually the root cause.

3. Innovation & Adaptability	Score (1–5)
New ideas are tested before the market forces change	
Leaders regularly question assumptions, even when performance is strong	
Failure is treated as learning rather than blame	
Innovation is encouraged beyond senior leadership	
Section Total (out of 20):	

Reflection:

What an organization protects for too long often becomes the constraint that limits future growth.

4. Organizational Learning & Knowledge Flow	Score (1–5)
Critical knowledge is documented and shared rather than trapped in individuals' heads	
Lessons learned—both positive and negative—are discussed openly	
Information moves quickly across teams and functions	
The same lessons rarely have to be relearned	
Section Total (out of 20):	

Reflection:

When knowledge resides only with individuals, the organization becomes fragile.

5. Management & People Development	Score (1–5)
Managers are developing judgment, not just overseeing tasks	
Decisions are made at the appropriate level rather than unnecessarily escalated	
Managers coach more than they rescue	
Leadership depth is increasing over time	
Section Total (out of 20):	

Reflection:

Dependency can feel helpful in the short term but becomes costly over time.

6. Financial Judgment & Long-Term Thinking	Score (1–5)
Financial decisions align with long-term strategy rather than short-term relief	
Second-order consequences are considered, not just immediate impact	
Future options are protected, even when there is short-term cost	
Financial discipline is consistent rather than reactive	
Section Total (out of 20):	

Reflection:

Short-term fixes should never quietly undermine long-term capacity.

OVERALL RESULTS

▶ Total Possible Score: 120

▶ Your Total Score: _____ / 120



How to interpret the results

- ▶ **96–120** → Strong capacity foundation
- ▶ **72–95** → Capacity exists but is uneven
- ▶ **Below 72** → Growth is likely stressing the system

Not everything needs to be addressed at once.

The lowest-scoring section typically indicates where focused leadership attention will create the greatest immediate relief and long-term lift.



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