

## Guidelines for Sharing 360 Feedback with Your Team

### *Why is it a good idea to share your 360 feedback assessment with your team?*

- 1) It's normal to have some discomfort about sharing your feedback assessment with your team, however, the effect is usually opposite of what you might expect...in that, it can build credibility, respect and trust for you as their leader.
- 2) Once people see you attempting to improve in response to their suggestions, they take greater notice of your improvement and you at least get points for trying.
- 3) You serve as a role model for self development and continuous improvement. This level of honesty and transparency indirectly gives the signal that it's okay to ask for help and improve rather than thinking one needs to be perfect.

### *Guidelines for sharing your feedback assessment:*

- Sincerely **thank them** for their input.
- Tell them you are going to share the feedback and welcome any further input/suggestions as you go through it in a **discussion** format.
- Remain **non-defensive**, even if you feel it.
- Outwardly and explicitly take **ownership** of any areas of improvement. This role -models accountability.
- Make sure it's a **discussion** not a presentation **to** them.
- Give them permission to give you feedback as you attempt new things along the way—what's working/what's not working.
- Share how you plan on addressing the improvement areas—use your **development plan** for guidance. Share specific behaviors that you consider as being difficult for you. Ask for their patience.
- Before you conclude, ask, "Is there **anything else**/other feedback that would be important to discuss?"
- **Avoid "tit for tat,"** You are asking them to partner with you. ("Tit for tat" means—getting back at them in some way. For example, in response to their feedback you would say something like, "Well...you never follow my direction anyway so why should I try.")