**CSIT**

A toolkit to help the culture, sport, green space & tourism sectors to

***re-group, survive & re-grow the services for the community***

Document 3.1

**Introduction to Self-Assessment Tools**

**Assessing & understanding your organisation’s, or partnership’s, current strengths & areas for improvement**

***“He who asks the questions cannot avoid the answers”***

A Cameroon proverb!

Version 2, July 2011

**The Role & Value of Self-Assessment**

Once you have established a clear & compelling *vision* & *organisational* *goal* you will begin to focus on implementing the necessary organisational changes to achieve the goals. To do this effectively you will need to establish the organisational capabilities required for future success and develop a consensus on your current stage of progress in relation to these capabilities. **For most organisations & partnerships, Self-Assessment against a recognised *organisational* *benchmark* is a very powerful way to achieve this.**

Self-Assessment helps people to understand what causes future success and provides the opportunity for teams to develop consensus on current strengths & areas for improvement. Conducted effectively it will also improve team working & partnership development and give people an insight to the way the organisation or partnership works.

Self-Assessment can be supported by the following useful tools:

* 360-degree feedback to identify stakeholder perceptions, and….
* Peer-Led Challenge of the Self-Assessment, or…
* External Validation of the Self-Assessment (provided through the Local Government Group at a cost)

If your organisation or partnership is not ready to achieve self-driven improvement activity a more significant Peer Review can be considered provided by the Local Government Group at a cost.

**The CSIT Benchmark provides the basis for Self-Assessment for the culture, sport, green space & tourism sectors (and for the other assessment tools identified above).**

**Self-Assessment Tools[[1]](#footnote-1)**

This Toolkit contains the following Self-Assessment options from which you can choose depending upon your specific needs and available resources:

1. **A quick & incisive High-level Diagnostic (conducted by senior leaders) – see CSIT Document 3.2**
2. **Self-Assessment against the full CSIT Benchmark (conducted by teams representing an organisation or partnership) – see CSIT Document 3.3**
3. **Self-Assessment of one or more key *red threads* which run throughout the CSIT Benchmark (conducted by leaders or teams from an organisation or partnership), including the following:**
* ***Outcomes Focus –* see CSIT Document 3.4**
* ***Community & Civil Society at the Heart –* see CSIT Document 3.5**
* ***Efficiency & Value for Money -* see CSIT Document 3.6**
* ***Collaborative Working -* see CSIT Document 3.7**
* ***Innovation -* see CSIT Document 3.8**
* ***One Team -* see CSIT Document 3.9**
* ***Meet the Needs of the Organisation’s People -* see CSIT Document 3.10**
* ***Knowledge Management -* see CSIT Document 3.11**
* **Insight to Environmental Sustainability - see CSIT Document 3.12**

These three tools are supported by…

* **Guidance on Effective Self-Assessment Workshops - see CSIT Document 3.13**
* **A Summary of Peer-Led Challenge & Validation - see CSIT Document 3.14**
* **Templates to help to obtain 360 feedback relating to the operation of your organisation or partnership - see CSIT Document 3.15**

**The Toolkit also offers a framework & guidance to enable you to help civil society organisations to conduct value-adding Self-Assessment & improvement planning as part of your capacity building programme - see CSIT Document 5**

1. This version of CSIT has been designed and developed in association with Steve Wood steve-wood@talktalk.net [↑](#footnote-ref-1)