

COLLABORATION LEARNING INVENTORY¹

The following is to be used as a guide for your own self-awareness. By completing the following inventory, you will have an opportunity to identify your own strengths and learning areas as a collaborator. The behavior, trait or knowledge associated with each item is what our best thinking shows for successful collaboration. This guide is based on research on collaboration and from successful collaboration efforts. You have an opportunity to gain awareness of how you help or prevent collaboration. Awareness is the first step in learning. You will find this activity the most useful when you can be your most honest. **You will not be required to share your responses.**

Please rate yourself on a scale of 1 to 5.

1 = This is a great opportunity for me to LEARN/DEVELOP MY SKILLS

5 = This is a great opportunity for me to TEACH/MODEL for others

KNOWLEDGE and ATTITUDES

I can articulate the mission, and services of APS.	1	2	3	4	5
I can articulate the mission, services and role of partner organizations.	1	2	3	4	5
I practice and value good communication strategies.	1	2	3	4	5
I find common elements and shared mission as the focus of my communications with partners.	1	2	3	4	5
I believe collaborative efforts are an effective way to deliver optimal services to my clients.	1	2	3	4	5
I am perceived by others as having expertise in my field.	1	2	3	4	5
I can describe how collaborative group process differs from other group processes.	1	2	3	4	5
I can identify specific barriers to collaboration and common methods to overcome them.	1	2	3	4	5

¹ Adapted by NAPSA with permission from: Training Module: Collaboration to Provide Services to At Risk Families. Academy for Professional Excellence, San Diego, CA

SKILLS: Personal traits/characteristics and communication style

I am perceived as a positive person.	1	2	3	4	5
I use humor effectively.	1	2	3	4	5
I am flexible in communication and making decisions.	1	2	3	4	5
Others describe me as fair and tolerant.	1	2	3	4	5
I encourage direct, honest communication.	1	2	3	4	5
I know my strengths and weaknesses.	1	2	3	4	5
I am flexible.	1	2	3	4	5
I make a conscious effort to improve my skills through training and sharing of information/research.	1	2	3	4	5
I am not ego or turf centered, but known as a doer and collaborator	1	2	3	4	5

SKILLS: Nurturing and sustaining effective relationships with partners

I make active efforts to build relationships with people who are my collaborative partners.	1	2	3	4	5
I provide a safe environment for others to express their feelings and concerns.	1	2	3	4	5
I can initiate and maintain effective collaborations.	1	2	3	4	5
I can access and utilize the skills and knowledge of others.	1	2	3	4	5
I can identify the principles of conflict resolution.	1	2	3	4	5
I employ principles of conflict resolution to address issues, when needed.	1	2	3	4	5
I regularly employ active listening techniques to avoid or address conflicts/communication challenges.	1	2	3	4	5
I identify and contact a variety of community resources	1	2	3	4	5

Star ★ the items that indicate additional learning needs for you. It may be where you scored a 1 or a 2, or ones that you identify as high priority for your work role or personal development.

Answer the following question, using this tool as a guide. What are my top five areas of strength as a collaborator?

1)

2)

3)

4)

5)