



Leadership Program Readiness Assessment



for a New Leadership Program

This assessment helps organizations clarify readiness, surface design risks early, and identify where additional alignment or planning may be needed before investing in a new leadership program. For each area, select the description that best reflects your current state.



PRO TIP

If possible, have multiple members of the design team complete this assessment independently, then meet to compare notes for a well-rounded assessment.

1. Program Sponsor Clarity and Alignment on Outcomes

- Absent**
There is no shared agreement on what the leadership program is intended to accomplish. Different sponsors describe success in different ways.
- Emerging**
Outcomes have been discussed, but they remain broad, loosely defined, or inconsistently understood across sponsors.
- Defined, but Not Fully Aligned**
Outcomes have been articulated and documented, but priorities or interpretations still differ among program sponsors.
- Very Clear and Aligned**
Program sponsors share a clear, prioritized understanding of the primary and secondary outcomes and can articulate success consistently.

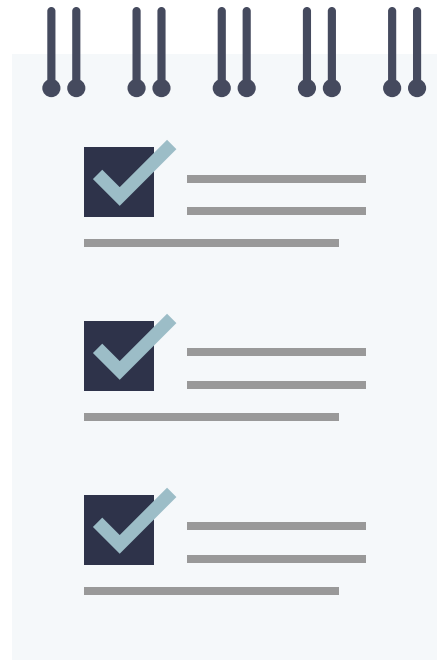


REFLECTION PROMPT

If you asked three program sponsors to describe the intended outcome of the program, how similar would their answers be?

2. Focused Leadership Topics

- Absent**
Leadership topics have not yet been intentionally selected or are assumed rather than defined.
- Emerging**
Potential topics have been identified, but the list is broad or generic, making it difficult to focus development efforts.
- Defined, but Could Be Clearer**
A focused set of topics exists, but connections to organizational strategy, values, or expected leadership behaviors are not yet explicit.
- Very Clear and Aligned**
A small, intentional set of leadership topics clearly reflects organizational priorities and will be used consistently to guide program design.



REFLECTION PROMPT

Can the program design team clearly describe the leadership behaviors this program is intended to develop?

3. Program Architecture

- Absent**
There is no defined structure, cadence, or timeline for the leadership program.
- Emerging**
A basic structure has been proposed, but feasibility, sustainability, or alignment with real workloads is uncertain.
- Defined, but Could Be Clearer**
The program structure and timeline are defined, but questions remain about how well they fit into the realities of participants' work.
- Very Clear and Aligned**
The program architecture is intentionally designed to balance effectiveness, sustainability, and participants' capacity.



REFLECTION PROMPT

Does the proposed structure feel realistic given how work actually happens in the organization?

4. Core Leadership Experiences

- Absent**
Leadership development is currently envisioned primarily as content delivery, with limited attention to shared experience or application.
- Emerging**
Some experiential elements have been discussed, but they are loosely defined or inconsistent.
- Defined, but Could Be Clearer**
Core experiences have been identified, but their purpose or role in shaping leadership behavior is not yet explicit.
- Very Clear and Aligned**
Several intentional, shared experiences have been identified to anchor the program and create opportunities for practice, reflection, and learning.



REFLECTION PROMPT

What experiences do you expect participants to point to as shaping how they lead?

5. Execution and Sustainability

- Absent**
There is no clear plan for how the program will be managed, supported, or evaluated once launched.
- Emerging**
Some execution elements have been discussed, but ownership, resources, or processes are not yet clear.
- Defined, but Could Be Clearer**
Execution plans exist, but roles, governance, or long-term sustainability need further clarification.
- Very Clear and Aligned**
Execution is intentionally planned, with clear ownership, governance, and the ability to repeat and evolve the program over time.



REFLECTION PROMPT

If key individuals changed roles or left the organization, how confident are you that the program would continue as intended?

Interpreting the Assessment

Look for patterns:

- Multiple “Absent” or “Emerging” selections suggest foundational design work is needed before launch
- A mix of “Defined” and “Very Clear” indicates strong potential with targeted refinement
- Consistent “Very Clear and Aligned” responses signal readiness to move into detailed design and execution



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