



Center for
Creative
Leadership

Bossy Indicator Check-List

When we asked leaders to define the word bossy, their responses shared 6 common themes:

- Bossy people try to control others and dictate orders*
- Bossy people ignore others' perspectives*
- Bossy people micromanage and prescribe actions (i.e. saying how something should be done, not just what should be done)*
- Bossy people are rude, inconsiderate, and pushy towards others*
- Bossy people are focused on authority, power, and status*
- Bossy people interact in aggressive ways*

If you find yourself--or someone else--matching these descriptions, it might be time for a bossy intervention. For more information about how deal with bossy co-workers or perceptions of bossiness in the workplace, please visit *The Bossy Project* website:

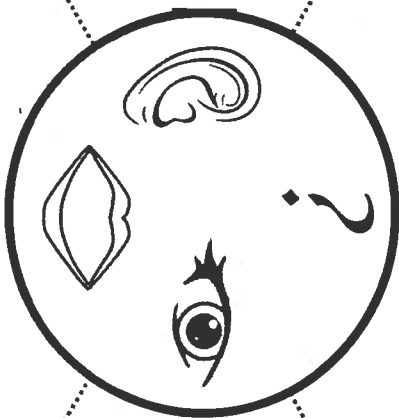
<http://myccl.ccl.org/leadership/research/bossy.aspx>



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What does s/he
Think and Feel?
What really counts
Major preoccupations
Worries and aspirations

What does s/he
Hear?
What friends say
What boss say
What influencers say



What does s/he
Say and Do?
Attitude in public
Appearance
Behaviors towards others

What does s/he
See?
Environment
Friends
Department/Org culture

Pain
Fears
Frustrations
Obstacles

Gain
Wants & needs
Measure of success
Desire to achieve

Person:

Personal Brand Reflection



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How do you want to be
perceived in the
workplace?

How do you NOT want
to be perceived in the
workplace?

Why is this important
to you?



The Line Between Boss and Bossy

Goal Planning Sheet

Date: _____

Goal:

What Must Be Done to Achieve this Goal?	Timeline	Methods for Measuring Progress	Obstacles or Potential Obstacles to Overcome

Benefits for my company and/or my team	Benefits for me	Accountability and Supporting Partner(s)	Sacrifice that Will Be Required (Trade-offs)
Other Notes:			