# THE LEADERSHIP ACCOUNTABILITY CHECKLIST

## 10 Questions Every Leader Should Ask to Build Ownership

**Accountability says: I'm responsible for the result.**

**Ownership says: I'm going to find a way to achieve it.**

One of the clearest signs of ownership is how someone responds when things do not go according to plan. As leaders, we help develop that mindset.

**We can create the conditions where accountability and ownership can grow.**

HOW TO USE: Check the questions you can confidently say you practise consistently. The goal is not a perfect score. Identify one behaviour you can strengthen.

### CLARITY | Do people know what success looks like?

- [ ] **1. Have I clearly communicated the outcome we are working toward?**
  Do people know what needs to be achieved, why it matters and how success will be measured?

- [ ] **2. Have I made it clear who owns the result?**
  Is responsibility for moving the outcome forward clear, even when others contribute?

### OWNERSHIP | Am I giving people room to lead?

- [ ] **3. Am I giving people the authority to make decisions appropriate to their responsibilities?**
  Can they act within agreed boundaries, or must they come back to me for every decision?

- [ ] **4. When someone encounters a roadblock, do I encourage them to think through possible solutions?**
  Do I welcome early requests for help while encouraging ideas and options?

- [ ] **5. Am I allowing people to adjust their approach while remaining accountable for the outcome?**
  Am I open to a better way, even when it is different from how I would do it?

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## COACHING | Am I developing capability or dependence?

- [ ] **6. When someone asks for help, do I coach before giving them the answer?**
  Do I ask: What have you tried? What options do you see? What do you recommend?

- [ ] **7. Am I providing support and resources without taking ownership away?**
  Can people ask for help while remaining responsible for moving the result forward?

## ACCOUNTABILITY | What happens when results fall short?

- [ ] **8. When a goal is missed, do I address the gap and focus on what happens next?**
  Do we establish what happened, what needs to change and who will take the next action?

- [ ] **9. Am I following up consistently on commitments and results?**
  Do we review progress and address obstacles before missed goals become surprises?

## PARTNERSHIP | Have we defined how we will work together?

- [ ] **10. Have we agreed upfront on what partnership looks like and what each of us will contribute?**
  Do people know they own the outcome, what support they can expect from me and how we will work through challenges together?

## YOUR LEADERSHIP TAKEAWAY

Which one or two leadership behaviours, if strengthened, would make the greatest difference to your team?

**My first priority:**

**One thing I will do differently:**

**When I will put this into practice:**

**Clarity creates direction. Ownership creates responsibility. Partnership creates momentum.**

**That's the foundation of what we call Empowered Accountability™.**

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