

SWOT Worksheet Directions- Please fill in the worksheet with Strengths, Weaknesses, Opportunities and Threats as they relate to:

- Current structure and ease of doing business with each other
- Work flow, delegation and prioritization
- Tools you need to perform your role
- Clear opportunities for growth and development
- Communication, information sharing
- Continuous improvement opportunities

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| <p style="text-align: center;">STRENGTHS</p> <p>Positive <i>attributes</i> of the practices and services of the organization.</p> | <p style="text-align: center;">WEAKNESSES</p> <p>Negative <i>internal attributes</i> of the practices and services of the organization that detract from the ability to get work done, progress or results; barriers to success.</p> |
| <p style="text-align: center;">OPPORTUNITIES</p> <p><i>Ideas, practices, processes or systems</i> available to take advantage of and use to improve the circumstances.</p> | <p style="text-align: center;">THREATS</p> <p>Negative <i>external forces</i> that may create barriers to growth or opportunities; may not be within your control.</p> |

STRENGTHS What are we doing well?

WEAKNESSES What aren't we doing so well?

OPPORTUNITIES What can we take advantage of doing better?

THREATS What barriers get in our way?