WORKSHOPSKILL · FACILITATION KIT

Skill Radar — Facilitator Run Sheet

Folder: `skill-radar` · Category: self-assessment · 6–16 people · 20 min · offline + online · print props · tool pack

License: CC BY 4.0

CONTENTS

Objectives
Setup
The card
Variations
Put it on the wall
Agent version
Read the shape
Failure modes of the debrief
When to use this activity
How to run it
Failure modes
Facilitation notes
Props in this folder
How to run this debrief
The six debrief questions

20	6–16	print props
MINUTES	PEOPLE	SETTING

Skill Radar — Facilitator Guide

Each person plots their own capability across five or six axes as a radar (spider) chart, overlays the shape the role actually needs, and targets the one spoke that falls short. The shape — not the average — is the whole point: a 3.5 average that hides a sharp gap is exactly what a single number can't show.

How this differs from `advantage-compass`: The Advantage Compass audits *where your time and strengths are deployed* against a personal strategy. Skill Radar audits *the shape of what you can do* against what a specific role requires. Run the compass when the direction is the question; run this radar when the capability gap is the question — usually right after a role change, before a development plan, or at the first 90 days.

Objectives

By the end of the activity, participants will have:

1. Plotted an honest self-shape — 1–5 on five or six axes the role genuinely lives or dies by.
2. Overlaid the **target shape** the role actually requires, and seen the distance between the two polygons.
3. Committed to one concrete action on the single shortest spoke, with a dated re-plot to prove the polygon moved.

When to use this activity

- A role has just changed — new hire, promotion, internal transfer — and "what should I get good at" needs a picture, not a wish list.
- Development conversations keep collapsing into one confidence number ("I'm fine overall"), which hides where investment should actually go.
- You need a first 90-day plan for onboarding, or a shared frame for a team capability review — without grading people against each other.

Setup

Clock: twenty minutes end to end. Give it thirty if every person writes their own axes from scratch — the axis quality decides the read quality.

Space: one desk or tile per person; enough wall for taping the team overlay if you run the whole-room variation.

Materials per person:

Item	Source
1 × blank radar grid (five or six spokes)	`skill-radar-prop-cards.pdf` print page, or draw the spokes on plain A4
The six card faces — choose-axes, self-rate, plot, target-shape, the-gap, one-invest	`skill-radar-prop-cards.pdf`
2 × pen, different colours	one for the self-shape, one for the target shape
1 × blank card	`skill-radar-prop-cards.pdf` — for naming the one action and the re-plot date

Grouping: 6–16 people assessing a shared role (or running it solo on a role they hold). Below 6 works fine as a pure self-assessment.

Roles: everyone plots their own radar; you keep the axes role-specific, protect the “read the shape, not the average” rule, and end on one spoke — not all of them.

How to run it

Time	Phase	Facilitator does	Participants do
0–4	Axes	“Name 5–6 capability axes this role lives by — not generic ’communication’.” Read one bad and one good example aloud.	Write the axes onto the spokes; swap generic words for the exact skills the role demands
4–10	Plot	Keep them honest: 1–5, evidence behind each mark. “Read the shape before you read any single number.”	Rate themselves on each spoke, connect the points
10–15	Target	Hand the target-shape card. “Second colour now: what does this role actually require?”	Sketch the needed shape over their own polygon; measure the distance
15–20	Invest	Force the single spoke: “Not all of them — the one.” Names and dates on every action.	Mark the spoke furthest from target; write one concrete action and a re-plot date

Then run the debrief — see `skill-radar-debrief.md`.

The card

The six faces step the run in order — choose-axes, self-rate, plot, target-shape, the-gap, one-invest — so a person working solo can read the next move off the deck instead of from a facilitator. The grid keeps the spokes evenly spaced, because a lopsided template distorts the shape more than an honest rating ever will. The gap and invest faces exist to stop the classic failure: a plotted radar nobody converts into one dated action becomes wall art.

Failure modes

1. **Everyone rates 3s across the board.** A flat safe circle means they’re avoiding the read. Rescue: “which spoke, if it stayed a 3, would actually cost you this year?” — force the shape.
2. **Twelve axes.** An unreadable radar hides the one gap behind noise again. Rescue: cap at five or six — the axes the role genuinely lives or dies by.
3. **It becomes a ranking of people.** Rescue: re-anchor to the target shape — every radar is compared to the role’s needs, never to a neighbour’s polygon.
4. **The average gets read as the grade.** “3.5 overall” is exactly what this tool exists to destroy. Rescue: cover the numbers and describe the shape in one sentence.

Variations

- **Online:** a shared whiteboard with the spoke grid; each person plots on their own copy, then all polygons go up at once. The overlay of shapes is the debrief material.
- **Pair or manager overlay:** have a trusted peer draw the same person’s radar; the mismatch between the two shapes is the feedback conversation, without blame.
- **Team radar:** plot every member on the same axes; the collective outline shows where the team is strong and which single spoke nobody can cover.

- **Onboarding:** run it on day one against the role's target shape — it becomes the first 90-day plan, one spoke at a time.

Facilitation notes

- Read the shape, not the average — say it before the first plot and repeat it at the compare. A spiky polygon with one short spoke is a finding; a smooth "3.5 everywhere" is usually unexamined.
- Rate against what the role requires, not against colleagues. A radar is a self-versus-requirement picture, not a league table.
- The action written at minute 15–20 must survive a week: one move, one owner (the person themselves), one re-plot date.

Put it on the wall

Print `skill-radar-activity-poster.pdf` (A3) to keep the two rules — read the shape, target the one spoke — in view while people plot.

Props in this folder

- `skill-radar-prop-cards.pdf` — poker-spec print sheet (63.5 × 88.9 mm, bleed and cut guides): the six step faces, a blank radar grid, blank action card, branded backs
- `skill-radar-guide.md` — this run sheet
- `skill-radar-debrief.md` — the debrief questions and the failure modes of the debrief
- `skill-radar-run-sheet.pdf` — the print edition: this run sheet + the debrief, bound as one A4 document with bookmarks
- `skill-radar-activity-poster.pdf` — the whole tool on one A3 wall sheet: the run, the two rules, the watch-outs
- `skill-radar-start-here.md` — one page, thirty seconds, then print and go
- `SKILL.md` — machine-readable manifest for AI agents
- `*-Letter.pdf` — US Letter editions of the print documents

Agent version

Every file in this folder has a stable public URL — an AI agent can fetch the cards, the debrief and this run sheet with three curl commands (see `SKILL.md`). The paper version needs nothing but a printed grid, two pens and the deck.

Skill Radar — Debrief

> A radar is a decision tool, not a portrait — the debrief is where the polygon turns into one invested spoke.
>
> Use with `skill-radar-guide.md`. The invest phase at minute 15 is the compressed version; this sheet is the full one.

How to run this debrief

- Keep every polygon on the table, self-shape and target-shape both visible. The argument of this tool is a picture; it dies when the paper gets folded away.

- Ask “what does the shape say” before anyone reads a number aloud. The average is the enemy of this debrief.
- Close on one spoke, one action, one re-plot date. Two is already a wish list.

Read the shape

- Look at your polygon, not its average. Which spoke is obviously short? That’s the finding, whatever the numbers say.
- Did the target-shape surprise you? Many people discover the role needs a very different shape than the one they’ve been optimising.
- Are two spokes linked — one short spoke only looks small because the other, that feeds it, is short too?

The six debrief questions

1. The mismatch.

“If a peer or your manager plotted your radar too, where would their shape differ from yours?”

→ Targets: the self-awareness signal. The gap between the two shapes is the feedback conversation, without blame.

2. Capability or confidence.

“Is the short spoke a real capability gap, or a confidence gap — you can do it but don’t rate yourself?”

→ Targets: the fix differs for each — one needs learning, the other needs reps and evidence.

3. Hard or starved.

“Is that spoke short because it’s hard, or because you’ve never had the opportunities?”

→ Targets: distinguishing a learning need from an access need; the second is a conversation about work allocation, not study.

4. The smallest push.

“What’s the smallest concrete action that pushes the chosen spoke out — and by when?”

→ Targets: converting the picture into a decision. A radar without a next action is wall art.

5. The re-plot.

“When will you re-plot, and what will you look at first?”

→ Targets: the only proof the investment worked is a moved polygon; the date makes it an experiment.

6. The uncovered spoke.

“If you plotted the whole team: which single spoke does nobody cover well — and is that a plan, a hire, or a hand-off?”

→ Targets: reading the team outline from personal shapes; naming the collective hole without naming a culprit.

Failure modes of the debrief

Failure mode	Why it happens	The rescue
Everyone rates 3s across the board	A flat safe circle avoids the read	“Which spoke, if it stayed a 3, would actually cost you this year?” — force the shape.

Failure mode	Why it happens	The rescue
Too many spokes, no focus	Twelve-axis radars are unreadable and hide the gap behind noise	Cap at five or six — the axes the role genuinely lives or dies by.
It becomes a ranking of people	Comparisons are lazy; neighbours' polygons are visible	Re-anchor: every radar is compared to the role's target shape, never to each other. Two short spokes in two people are two different next actions.