

The Program Recovery and Stakeholder Communication Assessment

A three-part diagnostic that identifies where communication is breaking down in your program, how aligned your stakeholders are, and what to do next. Complete each section honestly. This is your diagnostic, not a performance review.

SECTION 1

COMMUNICATION HEALTH CHECK

Rate each statement 1 to 5. 1 = Rarely or never. 5 = Consistently and effectively.

1 = Rarely / Never

5 = Consistently / Always

QUESTION 1 OF 5 Leadership communicates program status consistently, regardless of whether news is positive or negative.

1	2	3	4	5
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QUESTION 2 OF 5 Program updates clearly identify the specific obstacle and the decision needed from leadership to remove it.

1	2	3	4	5
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QUESTION 3 OF 5 There is a named person with documented accountability for owning the communication narrative of this program.

1	2	3	4	5
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QUESTION 4 OF 5 Team members regularly surface problems before they become visible to executive leadership.

1	2	3	4	5
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QUESTION 5 OF 5 The frequency of communication matches the pace of risk in this program.

1	2	3	4	5
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SECTION 1 SCORE

_____ / 25

80-100% Strong | 60-79% Moderate | 40-59% Weak | Below 40% Critical

Select how frequently each pattern is present in your program right now. Circle or check your answer. Answer based on what is actually happening, not what should be happening.

BREAKDOWN 1 OF 5 — VAGUE COMMUNICATION

Status updates use process language that describes activity rather than naming real risk.

Never	Sometimes	Often	Always
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BREAKDOWN 2 OF 5 — BLAME-DRIVEN CULTURE

Internal conversations focus more on explaining who caused problems than on solving them.

Never	Sometimes	Often	Always
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BREAKDOWN 3 OF 5 — NARRATIVE MISALIGNMENT

The executive, project team, and operational leaders have meaningfully different accounts of program status.

Never	Sometimes	Often	Always
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BREAKDOWN 4 OF 5 — RECOVERY SILENCE

Problems are held internally until they can no longer be contained, rather than surfaced early.

Never	Sometimes	Often	Always
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BREAKDOWN 5 OF 5 — DEFENSIVE COMMUNICATION

External communication from leadership has become more defensive or vague in recent weeks.

Never	Sometimes	Often	Always
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INTERPRETATION

Any breakdown marked Often or Always requires immediate attention. Two or more at Often/Always indicates systemic communication failure.

SECTION 3

STAKEHOLDER ALIGNMENT CHECK

For each question, capture how each stakeholder group would answer right now. Gaps between columns reveal where alignment has broken down. Leave blank if a stakeholder group does not apply.

QUESTION	EXECUTIVE	PROJECT TEAM	OPERATIONAL LEADER
What is the single biggest risk to this program right now?			
What decision is most needed from leadership in the next two weeks?			
What is the current trajectory of this program? (Improving / Stable / Declining)			
What does success look like at the 30-day mark?			

ALIGNMENT SIGNAL: If the same question receives meaningfully different answers across columns, that gap is active misalignment. It is not a communication style difference. It is a governance failure that requires a structured reconciliation conversation.

COMPOSITE SCORE	STATUS	WHAT IT MEANS	RECOMMENDED ACTION
80-100	Strong Foundation	Solid communication model in place. Monitor for drift quarterly.	Quarterly reassessment. Consider a strategic acceleration session.
60-79	Gaps Present	Disciplines exist but meaningful gaps are active. Will compound under pressure.	Structured review in two weeks. Map gaps to named owners. Book discovery call.
40-59	High Risk	Significant breakdowns active. Confidence collapse risk within 60-90 days.	Structured intervention now. Book a discovery call immediately.
Below 40	Critical	Full breakdown pattern that precedes confidence collapse. Immediate action required.	Do not wait. Book your discovery call today.

MY COMPOSITE SCORE:	_____ / 100	STATUS:	_____
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Ready to close the communication gap? Book a 30-minute discovery call with Michelle McKinney to discuss what closing the gaps in your program could look like. No obligation. Immediate value. calendly.com/transformxperience-info/30min TransformXperience LLC | transformxperience.com | (678) 221-1346