AI LEADERSHIP SKILLS MATRIX

A SELF-ASSESSMENT TOOL FOR MODERN LEADERS

CONGRATULATIONS

Congratulations! You've taken an important step that most leaders never make.

Exploring the **AI Leadership Skills Matrix** means you're already ahead of the curve, leaning into clarity, growth, and the future of intelligent leadership.

This matrix isn't a test. There are no scores, no pass or fail, no judgment.

Instead, it's a **strategic diagnostic** tool designed to illuminate where you currently stand in your AI readiness, reveal the strengths that set you apart, and surface the gaps and opportunities that will accelerate your evolution as a modern, AI-enabled leader.

Think of it as a professional mirror:
 reflective, honest, empowering, and built to help you lead with confidence in a world that's transforming fast.

You're here because you're committed to growth.
 This matrix will help you move forward with intention, clarity, and momentum.

How to use the Leadership Skills Matrix

The matrix helps you:

- See clearly where you are today
- Understand where the future of leadership is heading
- Identify exactly what to work on next
- Gain confidence in navigating AI changes
- Lead your organization with clarity and intention

How to Steps

Step 1: Complete the Assessment

For each of the 6 key leadership domains:

1. Read each level carefully. Every level builds on the one before it.
2. Select the level that best represents your current ability.
   Choose based on:
   o Your confidence in that skill
   o How often you apply it
   o Your results and outcomes
   o Feedback from your team or peers
3. Be honest and realistic. This tool is most powerful when approached with transparency.
   There is NO expectation to score high across all six areas.
4. Score each domain independently. Your level in one skill does not determine your level in another.

Step 2: Summarize Your Results

Once you've selected a level for each domain, record them in the table below the Matrix.
Include notes such as:

- Where you feel strong
- Where you feel uncertain
- Where you need support
- What excites you about improving

Step 3: Interpret Your Results

Review your results to identify your AI Leadership Skills stage and your specific leadership persona.

Step 4: Build Your Personalized Growth & Development Plan

Working with your AI Today Consultant, you will:

✓ Identify the top 1-2 skills to develop immediately
✓ Clarify the capabilities your organization needs most
✓ Translate your matrix results into a personalized leadership growth plan
✓ Set priorities for training, coaching, or workflow support
✓ Map the steps required to advance to your next AI leadership level
✓ Align your development path with your organization's AI transformation goals

AI Leadership Skills Matrix

1 - AI Literacy & Understanding

Level	Description
Level 1 — Awareness	Knows what AI is and recognizes industry trends.
Level 2 — Applied Understanding	Can identify relevant AI opportunities inside the business.
Level 3 — Strategic Literacy	Understands AI's strategic implications on operations, staff, and customers.
Level 4 — Visionary Literacy	Sees AI as a long-term competitive asset and builds around it.

2 - AI Tool Proficiency & Adoption

Level 1 — Beginner	Uses basic AI tools to simplify tasks.
Level 2 — Practitioner	Builds small automations to streamline team tasks.
Level 3 — Systems Thinker	Implements AI tools across multiple departments.
Level 4 — Integrator	Creates a unified, scalable AI ecosystem across the company.

3 - Data-Driven Decision Making

Level 1 — Data Awareness	Uses basic dashboards with AI summaries.
Level 2 — Data Competent	Uses AI to analyze trends and forecast outcomes.
Level 3 — Intelligent Decision Maker	Runs scenario modeling using AI.
Level 4 — Predictive Leader	Anticipates problems and opportunities using predictive intelligence.

AI Leadership Skills Matrix

4 - AI-Enabled Leadership & Change Management

Level	Description
Level 1 — Inform	Communicates basic AI concepts.
Level 2 — Inspire	Encourages and supports AI adoption.
Level 3 — Mobilize	Builds cross-functional adoption momentum.
Level 4 — Transform	Creates a future-ready, AI-driven culture.

5 - AI Strategy & Operational Execution

Level	Description
Level 1 — Explorer	Identifies early opportunities and quick wins.
Level 2 — Practitioner	Prioritizes AI initiatives and roadmaps.
Level 3 — Executor	Implements AI solutions reliably and at scale.
Level 4 — Optimizer	Continuously refines and improves the AI ecosystem.

6 - Human-AI Collaboration & Ethics

Level	Description
Level 1 — Ethical Awareness	Understands AI risks and responsibility.
Level 2 — Responsible User	Applies fairness and transparency standards.
Level 3 — Human-Centric Designer	Builds workflows where AI elevates people.
Level 4 — Ethical Architect	Leads governance and long-term responsible AI practices.

AI LEADERSHIP SKILLS MATRIX

A SELF-ASSESSMENT TOOL FOR MODERN LEADERS

What Your Results Mean

AI Leadership Score Summary		
Key Domain	**Your Level (1 - 4)**	**Notes**
AI Literacy & Understanding		
AI Tool Proficiency		
Data-Driven Decision Making		
AI-Enabled Leadership		
AI Strategy & Execution		
Human-AI Collaboration & Ethics		

If most of your levels are 1s or 2s:- You are in the **AI Awareness & Adoption Stage**.

- You're early in your AI transformation journey
- You need foundational knowledge and simple implementation wins
- Your focus should be on clarity, confidence, and capability-building

If most of your levels are 2s and 3s:- You're in the **Strategic AI Integration Stage**.

- You already understand AI and use it in some workflows
- You can begin applying AI across departments
- You're ready for structured roadmaps and scalable systems

If most of your levels are 3s or 4s:- You're in the **AI Leadership & Optimization Stage**.

- You're capable of leading AI-driven change
- You think strategically about AI as a long-term advantage
- You can build culture, governance, and optimization loops

Unsure how to proceed? [Book a complimentary AI Leadership Review session.](#)

AI LEADERSHIP SKILLS MATRIX

A SELF-ASSESSMENT TOOL FOR MODERN LEADERS

THANK YOU

Based on your results, you may align with one of these personas:

- The Explorer — Building foundational AI literacy.
- The Emerging Strategist — Beginning to integrate AI into workflows.
- The Integrator — Scaling AI across teams and driving momentum.
- The AI-Driven Leader — Leading transformation and innovation.

Wherever you landed, this gives you a clear starting point for growth.

Thank You for Completing the AI Leadership Skills Matrix

You've taken a meaningful step toward strengthening your leadership in an AI-driven world. Your results highlight where you are today—and reveal the opportunities ahead.

Get Your Personalized AI Leadership Roadmap (Free)

To turn your results into a clear next step, schedule a **complimentary AI Leadership Review Session**.

You will receive:
✔ A personalized interpretation of your scores
✔ Identification of your key strengths and blind spots
✔ An AI Leadership Growth Plan tailored to your role and organization
✔ Recommendations on tools, skills, and workflows to accelerate your progress

Book your session at: AITodayConsulting.com

We look forward to supporting you in your AI leadership journey and Business transformation.