[Skip to content](https://chatgpt.com/c/67f00414-d9c4-8007-9b7c-611dd31a71cf" \l "main)

**Chat history**

**You said:**

I'm setting up a skip-level meeting with a group of managers who report to a director that works for me. My predecessor held a similar meeting a few years ago. Here are the questions he used for his skip level meeting (Scott is the director who works for me; Team PA is the name of the team that his managers work for). What is your favorite part of working for Team PA? If you were in charge of Team PA, what is one thing you would do differently? Why? Tell me about a situation that you feel Scott handled especially well. Tell me about a situation that you wish Scott had handled differently. Would you describe Scott as more proactive or reactive as a leader? What makes you say that? Do you feel like strong performers are well supported on Team PA? Why or why not? Do you feel like underperformers are handled properly? Why or why not? If we had the budget for any one thing that would make you better at your job, what would you want? I'd like you to develop some similar questions for the skip level meeting I plan to hold. I'd like you to do this in three stages: 1. Develop an initial list of 8 questions. 2. Critique the list you developed and come up with a series of recommendations for how you could improve the list. 3. Revise your list, based on your critique. Please show all of your work.

**ChatGPT said:**

Great! Let's walk through each step of your three-part request for creating thoughtful skip-level meeting questions.

**Stage 1: Initial List of 8 Questions**

Here’s a first draft of 8 skip-level questions, intended to elicit thoughtful, honest feedback while reinforcing a sense of safety and value:

1. **What’s something you’re proud of accomplishing as part of Team PA this past year?**
2. **What do you think Team PA does better than most teams?**
3. **If you could wave a magic wand and change one thing about how Team PA operates, what would it be?**
4. **How would you describe Scott’s leadership style to someone new joining the team?**
5. **Can you share an example of a time when you felt particularly supported by Scott or senior leadership?**
6. **In what ways does the current structure of support help—or hinder—you in managing your team?**
7. **What’s one thing you wish Scott (or I) better understood about your day-to-day challenges?**
8. **What’s a tool, resource, or support you believe would most improve your ability to lead your team effectively?**

**Stage 2: Critique of Initial List**

Let’s review the list for balance, clarity, depth, and alignment with skip-level meeting goals.

**Strengths:**

* **Range of Topics:** The questions touch on accomplishments, team culture, leadership, operational challenges, and support needs.
* **Tone:** The language is open and encourages dialogue without being accusatory or overly formal.
* **Constructive Framing:** Questions like “magic wand” or “what would improve your ability…” invite constructive ideas rather than venting.

**Areas to Improve:**

1. **Leader-specific feedback needs more structure:** There’s one direct question about Scott’s style, but no question that invites critique of his approach in particular situations (as your predecessor’s list did).
2. **Not enough about team dynamics:** Nothing directly invites feedback on collaboration, trust, or internal communications among the manager team.
3. **Power dynamics could limit candor:** Skip-levels are sensitive. Some wording could be adjusted to feel even safer—e.g., “describe Scott’s leadership style” might feel evaluative.
4. **Redundancy:** Q6 and Q7 both ask about support and challenges; they could be merged or clarified to avoid overlap.
5. **Lacks forward-looking insight:** It might help to ask what people hope for in the coming year, not just critiques or needs.

**Stage 3: Revised List of 8 Questions (Based on Critique)**

Here’s a refined list that addresses the above points:

1. **What’s something you’re proud of accomplishing as part of Team PA this past year?**  
   *(Kept from original – invites positivity and reflection.)*
2. **What do you think makes Team PA a strong or unique team?**  
   *(Reworded Q2 to feel less comparative, more internally focused.)*
3. **If you could improve one thing about how the team works together—processes, communication, or collaboration—what would you change?**  
   *(New – brings in team dynamics, not just leadership.)*
4. **Tell me about a time when you felt especially supported—or unsupported—as a people manager. What made the difference?**  
   *(Merged Q5 & Q6, clarified support context, and added balance.)*
5. **How would you describe Scott’s leadership style to someone new? What’s one strength you see, and one area that could be developed further?**  
   *(Made this more balanced and less evaluative, but still gets at feedback.)*
6. **Are there any current challenges that you think Scott or I may not fully see or understand?**  
   *(Gently opens the door to surfacing blind spots, while staying respectful.)*
7. **Do you feel like high-performing managers are encouraged to grow and take on new opportunities? Why or why not?**  
   *(Targeted question about support for strong performers.)*
8. **Looking ahead, what’s one resource, tool, or change that would make you more effective or fulfilled in your role?**  
   *(Forward-looking version of the budget/resources question.)*

Let me know if you'd like a version with a more casual or more formal tone, or if you’d like a bonus question or two to use as optional follow-ups.

Top of Form

Bottom of Form

ChatGPT can make mistakes. Check important info.