



Job crafting self-evaluation tool

Use this tool to help you in crafting your job.

1. Complete the questionnaire

Rate each statement based on your current role using a 1–5 scale: 1 = Strongly disagree | 5 = Strongly agree

S – Stimulating

(Variety, challenge, interest, meaningful use of time)

Statements about my work	Rating 1 = Strongly disagree 5 = Strongly agree
My work includes a healthy mix of different tasks and activities.	
My work often feels mentally engaging.	
My role provides opportunities to work on projects that genuinely interest me.	
I solve problems in my work on a daily or weekly basis.	
I can take on challenges that stretch me in a positive way.	

M – Mastery

(Role clarity, feedback and task identity)

Statements about my work	Rating 1 = Strongly disagree 5 = Strongly agree
I understand what is expected from me in my role and the work I produce.	
I get regular feedback from my job and my manager that help me understand how I am performing and where I can improve.	
I feel clear about the purpose of my role and how my work contributes to organisational objectives.	
I have ownership of my tasks and take them from start to finish.	
I have visibility of the outcomes of the work I have contributed to.	

A – Agency

(Autonomy, control, decisions, influence)

Statements about my work	Rating 1 = Strongly disagree 5 = Strongly agree
I have good flexibility over when and where I work.	
I feel I have opportunities to influence decisions that affect me.	
I have control over the methods I use to achieve my work deliverables and/or outcomes.	
I feel comfortable suggesting changes to how my work is designed.	
I have enough control over my workload and priorities.	

R – Relational

(Social contact and support, connection and meaning)

Statements about my work	Rating 1 = Strongly disagree 5 = Strongly agree
I have frequent social contact with others at work.	
I feel connected to the people I work with.	
I have positive, supportive working relationships.	
My work allows me to contribute to others in a meaningful way.	
I feel psychologically safe to speak up or ask for support.	

T – Tolerable demands

(Workload, pace, emotional and other demands)

Statements about my work	Rating 1 = Strongly disagree 5 = Strongly agree
My workload feels difficult to manage most of the time.	
Adapting to constant changes at work drains my energy.	
The pace of my work feels unsustainable.	
My work regularly requires me to manage situations that feel emotionally challenging or draining.	
I receive conflicting requests, priorities or expectations from different people.	

2. Consider your results

Your results show what is working well in your role and where job crafting may help. The ratings are prompts for reflection; they are not a formal assessment.

Your results should auto-populate, but if not, add up your scores for each statement to calculate a total for each part.

For **Stimulating, Mastery, Agency and Relational**, higher scores usually suggest better work design.

- Totals of 20 or more = likely working well for now
- Lower scores may point to an area worth exploring
- Any statement rated 3 or below = specific area to explore

Totals

S – Stimulating	/25
M – Mastery	/25
A – Agency	/25
R – Relational	/25
T – Tolerable	/25

Tolerable demands is rated differently. For this, a lower score generally suggests your workload, pace and pressure feel more manageable. A higher score may signal that demands are becoming harder to sustain and may need attention, support or redesign. Strengthening S, M, A, and/or R can also help demands feel more tolerable.

Reflect

Take a few minutes to look over your results and notice what stands out.

Use these questions to guide your reflection:

- What feels strongest in your role right now?
- What feels hardest, least sustainable or most draining?
- What recent changes, pressures or patterns might be shaping your results?
- Where could a small change make work feel easier, better or more energising?



TIP: Consider talking through your results with your supervisor, a mentor or another trusted colleague. Sometimes another person can see patterns or opportunities for change that are harder to recognise on your own.

3. Choose a starting point

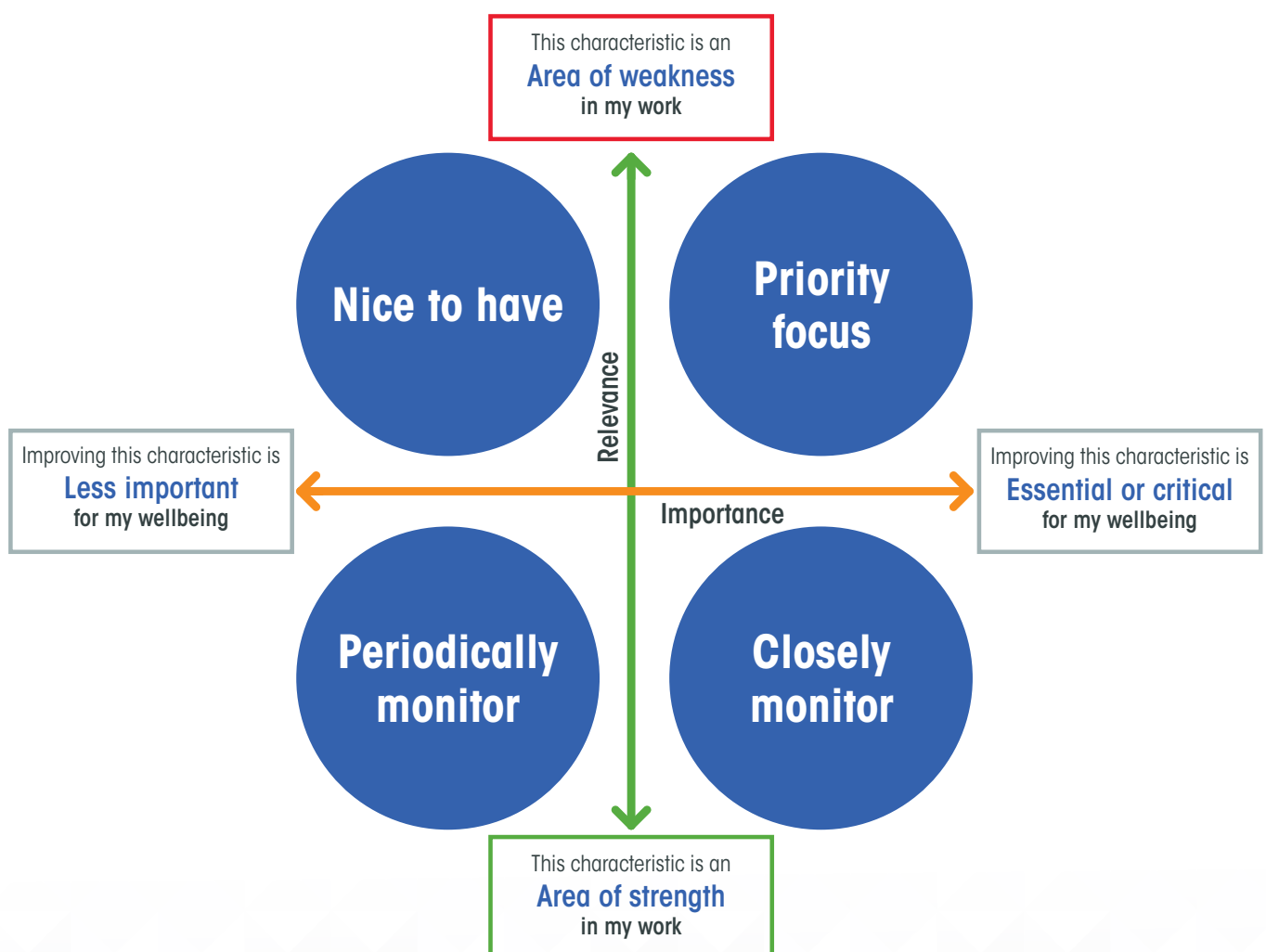
If you already know what you want to improve you can start job crafting.

If not, review your questionnaire scores and reflections and identify any aspects of work, strengths, challenges or opportunities that stand out. For example, low-rated statements, important issues, factors that support you, or demands affecting your wellbeing. Write each one on the map below and place it based on:

- **Importance:** How important is this to your wellbeing and work quality?
- **Relevance:** Is it currently a strength or an area needing attention?

Choose your priority. Start with one item you have allocated to Priority focus – something important that is not working as well as you need it to. This is likely to be your best starting point for job crafting.

Priority focus map



Adapted with permission from Curtin University www.smartworkdesign.com.au