

Performance Evaluation –

For the following questions, please rate the CEO's job performance for the past six/twelve months using the performance rating scales below:

Section 1: Achievement of Goals from last review period.					
Description of Goal	Exceeded Expectations	Met Expectations	Needs Improvement		
Goal 1: Review, develop and implement a technology infrastructure plan for the organization – Upgrade organizational technology; assess, select and implement association					
Goal 2:					
Goal 3:					
Goal 4:					
Comments:					
Section 2: Leadership					
Please rate the CEOs mastery of modeling core values and mission, vision, continuous improvement, empowering others, and community leadership.	Exceptional	Good	Improvement Needed	Unacceptable	Don't Know
Modeling Core Values: <ul style="list-style-type: none"> Clearly articulates and models the organization's values and mission to the staff, board, funders, consumers and the community 					
<ul style="list-style-type: none"> Leads staff in maintaining a climate of excellence, accountability and respect 					
Vision: <ul style="list-style-type: none"> Shares her/his vision for the organization and inspires visionary thinking and action in others consistent with the mission 					
Continuous Improvement: <ul style="list-style-type: none"> Seeks, evaluates and acts upon opportunities for innovation to change, grow and improve 					
Empowering Others: <ul style="list-style-type: none"> Empowers the board and staff through sharing information and authority 					
<ul style="list-style-type: none"> Develops leadership skills in staff through delegation and sharing management and decision-making responsibilities 					
<ul style="list-style-type: none"> Inspires others by recognizing and appreciating individual excellence across the organization 					
Community Leadership: <ul style="list-style-type: none"> Identifies, develops, and maintains the key relationships in the community necessary to support an effective organization 					

Leadership Comments:					
Section 3: Management Performance					
Please rate the CEOs performance in the following management areas of human resources, financial and governance:	Exceptional	Good	Needs Improvement	Unacceptable	Don't Know
Human Resources: <ul style="list-style-type: none"> Recruits, develops and retains a capable staff and manages its performance effectively through clear job descriptions, periodic feedback, training, and performance reviews 					
<ul style="list-style-type: none"> Manages the development and retention of community volunteers necessary to achieve the organization's mission 					
Finance: <ul style="list-style-type: none"> Works with the staff, finance committee and the board to prepare budgets, monitor progress, and initiate changes (to operations and/or to budgets), as appropriate 					
<ul style="list-style-type: none"> Assures adequate control and accounting of all funds, including maintaining sound financial practices, and complying with all laws 					
Governance: <ul style="list-style-type: none"> Works with the board to develop strategies for achieving the mission, goals and financial viability of the organization 					
<ul style="list-style-type: none"> Provides suitable and timely information to the board about key issues for discussion, analysis and decision making that allows the board to set the agenda and focus of meetings 					
Comments:					
Section 4: Goals for the next review period					
Goal 1					
Goal 2					
Goal 3					
Goal 4					
Goal 5					
Comments:					

Section 5: Performance Improvement Plan

Outline any areas where the CEO needs improvement to reach higher levels of performance.

Section 6: Development Plan

Outline training/development that will enhance CEO's contribution to the organization. Also specify areas of support and action that the Board can do to help the CEO.

Other Comments:

Additional Evaluation Criteria

Depending upon the size, scope and service area of your organization, the following criteria may also be helpful in evaluating your chief executive:

- Strengthens perceptions in the for-profit and nonprofit sectors that the organization is the authoritative voice for matters within the scope of its mission.
- Provides leadership for the nonprofit sector at large.