

STAFF FEEDBACK OF THE EXECUTIVE DIRECTOR

<u>Characteristic/Trait</u>	<u>Rating</u>
1. Provides positive, challenging environment for staff.	_____
2. Periodically reviews employment duties and responsibilities.	_____
3. Sets and agrees on performance standards with employees.	_____
4. Objectively and comprehensively reviews/evaluates employees' performance.	_____
5. Recognizes positive performance.	_____
6. Provides clear instructions and explanations when giving assignments.	_____
7. Seeks input from employees on organizational plans and office operations.	_____
8. Informs employees of organizational plans that affect them.	_____
9. Is receptive to new ideas from staff.	_____
10. Emphasizes quality.	_____
11. Places strong emphasis on high performance.	_____
12. Delegates the right amount of work.	_____
13. Encourages staff to use their judgement in making decisions in their areas of responsibility.	_____
14. Is clear and convincing when communicating with staff.	_____
15. Provides needed criticism fairly and constructively.	_____
16. Supports staff against undeserved criticism from others.	_____
17. Does not discriminate based on gender, race, ethnicity, religion, disability, sexual preference, etc.	_____
18. Counsels employees to reach career goals.	_____
19. Supports staff desires to develop professionally.	_____

Rating: 1 = Strongly agree  
2 = Agree  
3 = Don't know  
4 = Disagree  
5 = Strongly disagree

Other Comments