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| **EXECUTIVE ACE****ACCOUNTABILITY & COMPETENCY EVALUATION****<<POSITION TITLE>>** |
| Employee Name |  | Employee # |  | Evaluation Date |  |
| Supervisor Name |  | Employee # |  | [ ]  3 Month [ ]  5 Month [ ]  Annual |
| * Evaluate the executive’s performance as it relates to each accountability and competency listed below.
* If applicable, add other accountabilities to evaluate performance that does not relate to one of the listed accountabilities.
* Refer to the *Leadership Competency Model* for behavioral expectations related to each competency.
 |
| **U** | **Unsatisfactory Performance** | Performance was consistently unsatisfactory; significant improvement is required. |
| **I** | **Improvement/Development Needed** | Performance needs improvement; development encouraged in this area. |
| **S** | **Successful Performance** | Consistently met expectations; solid contributor. |
| **E** | **Exceptional Performance** | Consistently exceeded expectations; role model. |
| **CRITICAL ACCOUNTABILITIES** | **Rating** |
| **Program, Product & Service Delivery** |  |
| **Human Capital Management** |  |
| **Financial Management** |  |
| **Information Management** |  |
| **Legislative Affairs** |  |
| **Public Relations** |  |
| **Strategic Planning** |  |
| **Other:**  |  |
| **LEADERSHIP COMPETENCIES** | **Rating** |
| **Displays High Integrity** | Creates an environment that fosters high ethical standards.  |  |
| **Exercises Due Diligence** | Manages resources and day-to-day responsibilities in a manner that instills public trust. |  |
| **Acts Decisively** | Uses vision, creativity, reasoning, and experience to reach conclusions and make effective decisions. |  |
| **Leads Organizational Change** | Proactively and successfully brings about needed change in the agency. |  |
| **Focuses on Customer Needs** | Anticipates and meets the needs of customers by delivering and continuously improving quality services.  |  |
| **Takes Entrepreneurial Risks** | Identifies opportunities to develop new services and encourages resourceful and innovative solutions.  |  |
| **Builds Strong Alliances** | Develops networks and uses them to strengthen internal and external support.  |  |
| **Turns Vision Into Strategy** | Thinks and acts strategically to ensure the agency moves toward its mission and the Governor’s vision.  |  |
| **Demonstrates Astuteness** | Uses personal influence, combined with an understanding of internal organizational reality and external factors, to positively affect results for the agency.  |  |
| **Maintains Professional Credibility** | Keeps current with developments in own field or expertise and applies this knowledge to effectively manage resources.  |  |
| **Builds Competence** | Fosters continuous learning and self-development and ensures employees have the tools and training to do their jobs.  |  |
| **Develops Successful Teams** | Builds and leads cohesive teams that are committed to a common goal. |  |
| **Inspires High Performance** | Empowers staff and motivates them to achieve or exceed their goals.  |  |
| **STRATEGIC GOALS & INITIATIVES** |
| **Strategic Goals or Initiatives for Next Evaluation Period:**List up to three of the most important strategic goals or initiatives the executive will be responsible for during the next evaluation period. |
| **1** | **Strategic Goal / Initiative:** |  |
| Description: |
|  |
| **2** | **Strategic Goal / Initiative:** |  |
| Description: |
|  |
| **3** | **Strategic Goal / Initiative:** |  |
| Description: |
|  |
| **Evaluation of Previous Period’s Strategic Goals and Initiatives:** |
| **1** | **Strategic Goal / Initiative:** |  |
| Evaluation: [ ]  Exceeded Goal / Progress Exceptional[ ]  Met Goal / Progress Satisfactory[ ]  Did Not Meet Goal / Progress Unsatisfactory | Comments: |
| **2** | **Strategic Goal / Initiative:** |  |
| Evaluation: [ ]  Exceeded Goal / Progress Exceptional[ ]  Met Goal / Progress Satisfactory[ ]  Did Not Meet Goal / Progress Unsatisfactory | Comments: |
|  |
| **3** | **Strategic Goal / Initiative:** |  |
| Evaluation: [ ]  Exceeded Goal / Progress Exceptional[ ]  Met Goal / Progress Satisfactory [ ]  Did Not Meet Goal / Progress Unsatisfactory | Comments: |
|  |
| **COMMENTS** |
|  |
| **SIGNATURES** |
| **Employee:** | **Date:** |
| **Supervisor:** | **Date:** |