

Executive Director Evaluation

1. Please complete the questions below using the following rating scale.

1 - poor

2 - needs improvement

3 - satisfactory

4 - good

5 - outstanding

N - no way to judge

Please feel free to add additional thoughts after each set of choices. The small box provided for these comments will expand to fit your remarks .

1. Board Management

| | Poor | Needs improvement | Satisfactory | Good | Outstanding | No way to judge |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Relates well to Board Members | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Informs Board of objectives, achievements, needs and plans | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Works well with Board and staff to implement Board decisions | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Provides Board w/solid information and recommendations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Is accessible | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Criticizes constructively | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Effectively utilizes talents of Board members | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Accepts criticism gracefully and productively | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Please add any additional comments on how the E.D. manages the Board of Directors.

2. Community Representative

| | Poor | Needs improvement | Satisfactory | Good | Outstandng | Not able to judge |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Is an effective communicator | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Represents the organization well to the public, is enthusiastic | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Develops good relationships with key leaders and donors | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Comments on how the E.D. represents the organization in the community

3. Administration and Human Resources

| | Poor | Needs improvement | Satisfactory | Good | Outstandng | No way to judge |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Seeks opinions and ideas of others | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Makes decisions effectively | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Has good follow through | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Establishes priorities for responsibilities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Delegates responsibility and authority | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Attracts and retains quality personnel | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Demonstrates a good working relationship with personnel | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Delivers high quality service to donors directly or w/ staff | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Provides regular performance evaluation and counseling of personnel | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Any additional comments about administrative duties and human resources management:

4. Development/ Fundraising

| | Poor | Needs improvement | Satisfactory | Good | Outstandng | No way to judge |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Takes personal ownership of development efforts | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Is effective in development calls and group presentations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Follows up leads well and uses Board members effectively | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Knows tax laws and implications for charitable giving | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Gets results | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Comments about Development/ Fundraising:

5. Strategic Leadership

| | Poor | Needs improvement | Satisfactory | Good | Outstandng | No way to judge |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Energetically and effectively implements the strategic plan | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Assists in development of goals and long range plans Reviews progress towards goals | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Gets results | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Comments about Strategic Leadership

6. Fiscal Oversight

| | Poor | Needs improvement | Satisfactory | Good | Outstandng | No way to judge |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Prepares the annual budget | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Operates within the limitations of the annual budget | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Anticipates and plans for capital needs | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Anticipates and plans for cash flow needs | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Demonstrates conscientious oversight of School assets | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Ensures compicance with relevant government regulations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Comments about fiscal oversight:

7. Please list the E. D.'s Strengths

8. Please list the E. D.'s Weaknesses

Other Comments

Executive Director Evaluation

2. End of Survey

Thank you so much for completing this survey.