

OUACHITA BAPTIST UNIVERSITY

Supervisor's Leadership Development Instrument

NAME OF SUPERVISOR EVALUATED:

DATE OF EVALUATION:

This document is part of the annual administrative evaluation process and will be placed in your supervisor's personnel file. Responses will not be individually identifiable.

SECTION I: Rate the supervisor's performance for each of the criteria below on a scale of 1 to 5 (1 = very low, 5 = excellent). Your ratings should be based on your direct contact with your supervisor and your observation of his/her performance. Provide additional comments where appropriate.

LEADERSHIP communicates clearly the mission of the unit; gives appropriate and timely guidance and feedback to staff; fosters teamwork	COMMENTS: RATING:
MANAGEMENT Supervises personnel, processes, budgets and other resources effectively; establishes appropriate performance standards for personnel	COMMENTS: RATING:
PROFESSIONAL DEVELOPMENT Is committed to the professional growth of all employees in the unit; takes advantage of development opportunities	COMMENTS: RATING:
DECISION MAKING/JUDGEMENT Exhibits strong decision making skills; decisions are supported by well-reasoned information and are adequately explained to personnel	COMMENTS: RATING:
SERVICE Is involved in university activities; participates in service programs in the local community	COMMENTS: RATING:

<p>SPiritUAL EXAmPle Participates in a local church and supports university activities planned as corporate expressions of our faith (e.g. chapel, CFW)</p>	<p>COMMENTS:</p> <p>RATING:</p>
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<p>SUPPORT OF UNIVERSITY MISSION Performs day-to-day activities and job responsibilities in ways that support the university's mission; exhibits commitment to the job, unit and university</p>	<p>COMMENTS:</p> <p>RATING:</p>
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SECTION II: List any significant actions taken by your supervisor that tend to increase efficiency and effectiveness of your unit.

SECTION III: Other comments and suggestions