

Executive Director Evaluation

XYZ ORGANIZATION

Each board member completes this evaluation individually, results compiled collectively.

RATE EACH STATEMENT USING THE FOLLOWING SCALE				
1	2	3	4	5
DOESN'T MEET EXPECTATIONS	NEEDS IMPROVEMENT	MEETS EXPECTATIONS	OFTEN EXCEEDS EXPECTATIONS	EXCEEDS EXPECTATIONS

VISION AND MISSION	SCORE
Developed a clear and compelling vision and mission. Comments:	
Effectively communicates vision and mission to all constituents. Comments:	

FISCAL MANAGEMENT AND OPERATIONS	SCORE
Prudently manages finances, ensuring the viability of XYZ. Comments:	
Oversees an effective operational budget-building process. Comments:	
Works through senior leaders to meet operational goals within the context of board expectations and the strategic plan. Comments:	

RATE EACH STATEMENT USING THE FOLLOWING SCALE

1	2	3	4	5
DOESN'T MEET EXPECTATIONS	NEEDS IMPROVEMENT	MEETS EXPECTATIONS	OFTEN EXCEEDS EXPECTATIONS	EXCEEDS EXPECTATIONS

PROGRAM DEVELOPMENT	SCORE
Effectively manages number, content, quality of XYZ programs. Comments:	

DEVELOPMENT AND FUNDRAISING	SCORE
Fundraising efforts meet board expectations and goals as outlined in the strategic plan. Comments:	

PLANNING AND CAPITAL PROJECTS	SCORE
Leads the development of strategic plans. Comments:	
Knowledgeable about regional and county regulations for initiatives outlined in the strategic plan. Comments:	
Successfully manages finances for implementation of capital projects. Comments:	

RATE EACH STATEMENT USING THE FOLLOWING SCALE				
1	2	3	4	5
DOESN'T MEET EXPECTATIONS	NEEDS IMPROVEMENT	MEETS EXPECTATIONS	OFTEN EXCEEDS EXPECTATIONS	EXCEEDS EXPECTATIONS

CHARACTER FORMATION	SCORE
Invests in healthy habits and self-care to sustain honorable leadership. Comments:	
Balances work with family commitments. Comments:	

OVERVIEW	TOTAL
Comments:	

Tips: Convert evaluation to Survey Monkey for convenience; permit evaluation to be completed anonymously; require 100% participation; ask Executive Director to complete this evaluation as a benchmark to collective evaluation; use results to facilitate dialogue with Executive Director, board chairman, and one other board member.