



Department Head Evaluation Process Guidelines and Launch

Board

Item 10-1

July 14, 2015

FY 2014-15 Evaluation Process



Evaluation Submissions Due July 30, 2015

Guidelines

- All Board Members participate (optional if < 4 months)
- Email with weblinks to Evaluations and Narrative Summaries will be e-mailed this afternoon
 - Subject: Weblinks to Department Head Evaluations
- Seeking specific written comments
 - If item is rated low (feedback box will appear)
 - At end of each rating section we ask for Most Significant Improvement desired
- Evaluations due by Thursday evening, July 30
 - Reminder emails will be sent as needed
- Questions or support, please contact Irwin Jankovic, Strategic Program Manager, Human Resources Group

20 Core Performance Feedback Topics

STANDARD 5-POINT RATING: “To What Extent Does Department Head”:
To a Very Little Extent < --- > To A Very Great Extent

Strategic Leadership

Align Priorities with Mission and Board

Provide Proactive Insights

Prepare Organization for Future Challenges

Project Positive Image of Metropolitan

Operational Leadership

Ensure Department Adds Value

Provide Innovative Solutions

Meet Assigned Timeframes

Improve MWD Operations

Board Relationships

Excellent Board Working Relationships

Keep the Board Informed

Develop Strategic Plans with Board

Is Open to Constructive Suggestions

Communicate Well at Board Meetings

Available to Board Members

Results

Make Progress on Board Expectations

Achieve Expected Results

Ensure Compliance

Effectively Manager Budgets

Evidence a Strong Commitment to Diversity

Work Effectively with Other Departments

+ Written Specific Areas for Improvement



Questions?