



LONG BEACH COMMUNITY COLLEGE DISTRICT
ADMINISTRATOR PERFORMANCE EVALUATION

Employee: _____ Title: _____

Rate the employee in each of the performance areas below. Provide comments that describe your reasons for selecting each rating.

LEADERSHIP – Performs duties and responsibilities with integrity and high professional standards. Exercises sound judgment and provides appropriate responses. Demonstrates a sense of vision and innovation; takes initiative, and implements change. Fosters positive, constructive, and goal-oriented teamwork. Is accessible for consultation and appointments.

Outstanding Satisfactory Improvement Needed Unsatisfactory

Comments:

COMMUNICATION – Regularly conveys pertinent District information to staff and faculty; welcomes diversity of opinions. Encourages open and honest communication. Delivers articulate presentations. Prepares clear, concise written communication. Responds promptly to requests for information and assistance.

Outstanding Satisfactory Improvement Needed Unsatisfactory

Comments:

COLLEGIALITY – Maintains a professional and cooperative attitude in work groups and committees. Builds consensus, trust, and confidence. Maintains positive staff relationships, and professional responses to external parties. Promotes cooperation; maintains a positive climate, interest in people, and is sensitive to the needs of others.

Outstanding Satisfactory Improvement Needed Unsatisfactory

Comments:

ADDITIONAL COMMENTS: