

**ANNUAL EXECUTIVE DIRECTOR EVALUATION FORM**  
**2017 - 2018**

The following information is based on the performance evaluations received by the Alaska Permanent Fund Human Resources Manager. The period covered is for the 2017 calendar year. The information contained in this Performance Evaluation is considered personal and confidential and will be kept in the employee file of the Executive Director.

<b>A. Administration and Management</b>	<b>Average Score</b>
Establishes an effective communication system with the board, staff, and legislature	4.33
Implements board policies, directives, and operational goals as intended by the board	4.66
Sets long- and short-range corporate goals	5
Distinguishes between primary problems and trivialities	4.66
Prioritizes the important issues of the corporation when budgeting time	4.66

<b>B. Staff</b>	<b>Average Score</b>
Develops and executes sound personnel procedures and practices	4.33
Communicates effectively and respectfully with staff	4.33
Delegates authority to appropriate staff according to position and ability	4.66
Holds staff accountable for consistent quality performance	5
Inspires staff to do their best and to consistently strive to improve professionally	4.66

<b>C. Community &amp; Public Relations</b>	<b>Average Score</b>
Is perceived by those outside the corporation as a community leader	5
Interacts effectively with executive and legislature	4.66

<b>D. Board Relations</b>	<b>Average Score</b>
Keeps the board informed about corporate issues, needs, interests and operations	4.33
Maintains a harmonious working relationship with the board	4.33
Freely expresses any opposition to matters under board discussion until an official decision has been reached, after which time the ED subordinates personal views and supports the board's position	4.33
Plans for effective board meetings	5
Keeps the board informed of the organizations, committees, and boards she participates in	5

**E. SHORT ANSWER SECTION:**



**Rating scale**

**5 = Outstanding:** excellent quality; consistently exceeds expectations

**4 = Good:** better than average most of the time

**3 = Adequate:** meets minimum requirements; performs the job adequately

**2 = Below average:** inconsistent performance; sometimes does not meet.

minimum requirements

**1 = Unsatisfactory:** performs tasks poorly or not at all, seldom meets minimum standards

**NA = No comment:** no opportunity to observe performance in this area or not enough information