Overview

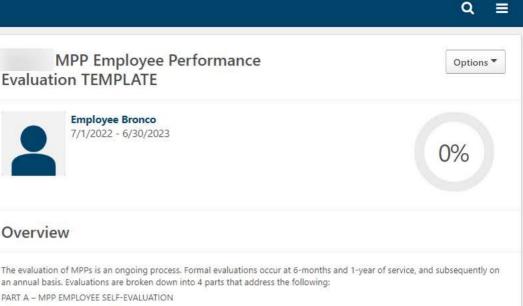
Summarv

Goal Progress & Rating

Competencies & Majo..

**Overall Performance** 

HEERA Manager & MP...



- 1. Goal Progress and Rating: Select and update final goal progress achieved over the past evaluation period.
- 2. Competencies and Major Accomplishments: Complete the competency narrative and provide observable examples that demonstrate the applicable competency. At the bottom of this section, summarize major accomplishments achieved over the past evaluation period.

PART B - HEERA MANAGER EVALUATION

- 1. Goal Progress and Rating: Review and rate the MPP Employee's goal progress.
- 2. Competencies and Major Accomplishments: Complete a competency rating. Keep in mind that the MPP Employee may manifest the given competencies in a way that is different from yours. With that in mind, we suggest focusing on observable outcomes based on their implementation of the competencies as a successful demonstration of said competencies.
- 3. Overall Performance: Provide a summary evaluation of the MPP's overall performance and contributions.
- 4. Overall Rating Summary: A preview of the ratings summary will display the overall rating score as determined by the HEERA Manager. For rating purposes, Goal and Competency Ratings are weighted equally.

PART C - REVIEW DISCUSSION AND HEERA MANAGER SIGNATURE

- · Review Discussion: This is an opportunity for the HEERA Manager to schedule a meeting and discuss the evaluation with the MPP Employee. HEERA Manager should consider the MPP Employee's input for any appropriate modifications to the above sections.
- · Ratings Summary/Overall Rating: The ratings summary will display the final overall rating score as determined by the HEERA Manager. For rating purposes, Goal Ratings and Competency Ratings are weighted equally.
- · HEERA Manager Signature: Confirms content is finalized in reflection of the MPP Employee's input, discussion, and evaluation of the MPP Employee's work performance.

PART D - MPP EMPLOYEE SIGNATURE

- · Review Read-Only Version: Upon discussion with the HEERA Manager, the MPP Employee should request to reopen Part C if any modifications need to be made.
- Overall Rating Summary: A ratings summary will display the final overall rating score as determined by the HEERA Manager.
- · Employee Signature: Acknowledges receipt of the performance evaluation and does not necessarily represent agreement with the contents.

The MPP Employee, HEERA Manager, VP, President, and ELR will be able to access a copy of this evaluation within the Cornerstone platform after all appropriate signatures have been obtained. For guidance and support with the performance evaluation process, please contact ELR (opens in new window).

# **Review Step Progression**

	MPP Employee Self- Evaluation
)	HEERA Manager Evaluation Oue: 4/29/2024
	Review Discussion and HEERA Manager Signature
	MPP Employee Signature

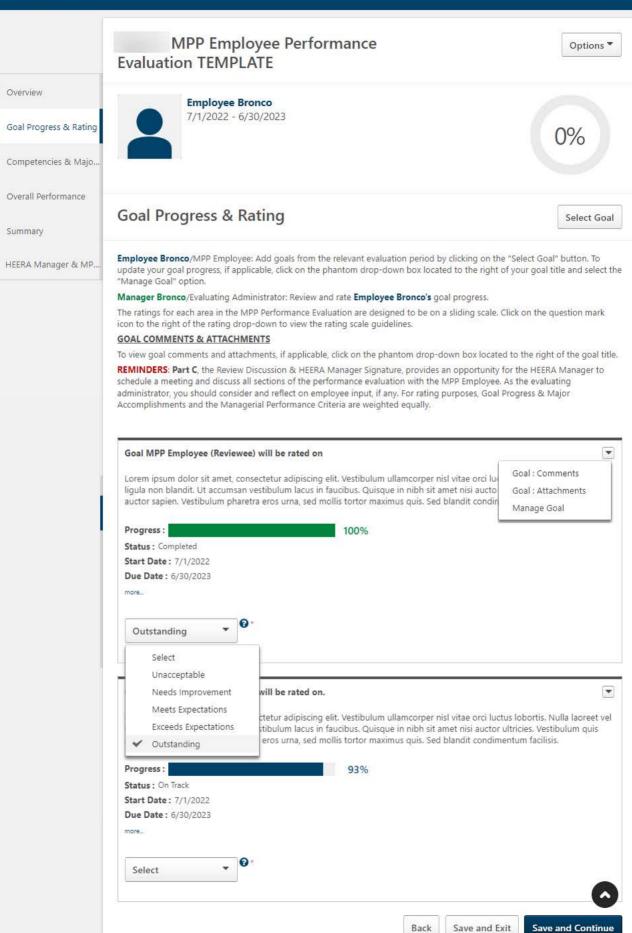




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Overview

Goal Progress & Rating

Overall Performance

Competencies & Majo.

Summary

HEERA Manager & MP...

# **Competencies & Major Accomplishments**

Employee Bronco 7/1/2022 - 6/30/2023

Competencies are observable and measurable skills and behaviors that contribute to workplace effectiveness and career success (Korn Ferry 2019).

**Employee Bronco**/MPP Employee: Complete the competency narrative and provide observable examples from the relevant evaluation period that demonstrate the applicable competency. Also, at the bottom of this section, summarize major accomplishments achieved over the past evaluation period.

Manager Bronco/Evaluating Administrator: Complete a competency rating, Please keep in mind as you evaluate the MPP Employee, Employee Bronco, that they may manifest the given competencies in a way that is different from how you might. With that in mind, we suggest focusing on observable outcomes based on their implementation of the competencies as a successful demonstration of said competencies.

Select the number from the RATING KEY under the appropriate Managerial Performance Criterion which corresponds to your evaluation of **Employee Bronco**.

The ratings for each area in the MPP Performance Evaluation are designed to be on a sliding scale. Click on the question mark icon to the right of the rating drop-down to view the rating scale guidelines.

**REMINDERS:** Part C, the Review Discussion & HEERA Manager Signature, provides an opportunity for the HEERA Manager to schedule a meeting and discuss all sections of the performance evaluation with the MPP Employee. As the evaluating administrator, you should consider and reflect on employee input, if any. For rating purposes, Goal Progress & Major Accomplishments and the Managerial Performance Criteria are weighted equally.

## Accountability

Plans and prioritizes work to meet deadlines and outcomes; provides clear direction and delegates as needed; clearly communicates roles, expectations, and timelines; monitors work to ensure goals and deadlines are consistently met; executes work to quality standards.

Outstand	ling	•	0*													
Unac Neec	t Observable ceptable ds improver ts Expectati	nent		yee o nstra	comp ite th	lete ti e app	ne coi licabl	mpet e con	ency npet	narr ency.	ative and		s observ	vable	ATE Time : 4/25/2 e examples from t	
	eds Expecta tanding	itions					E	Ŧ	jii.		Font	•	Size		<u>A</u> - 🛛-	

This is where the HEERA Manager (Reviewer) completes the competency rating. Please keep in mind as you evaluate the MPP Employee, Employee Bronco, that they may manifest the given competencies in a way that is different from how you might. With that in mind, we suggest focusing on observable outcomes based on their implementation of the competencies as a successful demonstration of said competencies.

### Communication

Demonstrates professional, collegial, and collaborative interactions with all levels of staff andmanagement, listens actively to others, explains ideas clearly, participates effectively in group discussions, accepts criticism constructively, answers inquiries in a timely and professional manner, and produces clear andconcise written communications in a timely manner. Where applicable, consider writing or presentation skills.

Select	*	0

#### Comments :

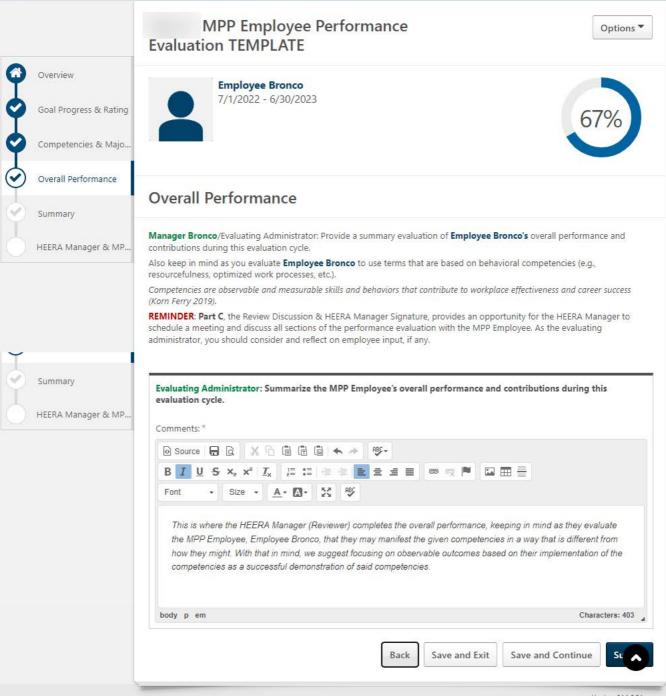
Employee Bronco (Self) Review : Test X- MPP Employee Performance Evaluation TEMPLATE Time : 4/25/2024 1:40 PM This is where the MPP Employee complete the competency narrative and provides observable examples from the relevant evaluation period that demonstrate the applicable competency.



to others and m	ally and calmly when interacting with others; treats all with dignity, respect, and fairness; honors commitme odels and maintains high ethical standards; is responsive to other staff; earns trust through consistent rds and actions.
Select	<b>▼ 0</b> *
This is wh	e Bronco (Self) Review : Test X- MPP Employee Performance Evaluation TEMPLATE Time : 4/25/2024 1:40 ere the MPP Employee complete the competency narrative and provides observable examples from the relevant
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Mission-Orient	ed
	ies for areas of responsibility and formulates and implements effective strategies that are aligned with the nission, values, and priorities; demonstrates a personal commitment to student success and the organizatio
Select Comments :	
This is wh	e Bronco (Self) Review : Test X- MPP Employee Performance Evaluation TEMPLATE Time : 4/25/2024 1:40 ere the MPP Employee complete the competency narrative and provides observable examples from the relevant of period that demonstrate the applicable competency.
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Team Building	
cooperatively an	environment where people feel cared for and valued; fosters collaboration and team effectiveness; works Id effectively with others to achieve common goals; participates in building a group identity characterized l commitment. Associated Attribute: Collaborator, Compassionate
This is wh	e Bronco (Self) Review : Test X- MPP Employee Performance Evaluation TEMPLATE Time : 4/25/2024 1:40 ere the MPP Employee complete the competency narrative and provides observable examples from the releva
BIUS	The period that demonstrate the applicable competency. $\mathbf{x}_{\mathbf{z}} \times \mathbf{x}^{\mathbf{z}} \mathbf{I}_{\mathbf{x}}$ $\mathbf{z} = \mathbf{z}$ $\mathbf{z} = \mathbf{z}$ Font $\mathbf{z}$ Size $\mathbf{z} = \mathbf{A} \mathbf{z}$ $\mathbf{A} \mathbf{z}$ $\mathbf{x} = \mathbf{x}^{\mathbf{z}} \mathbf{I}_{\mathbf{x}}$ $\mathbf{z} = \mathbf{z}$ $\mathbf{z} = \mathbf{z}$ Font $\mathbf{z}$ Size $\mathbf{z} = \mathbf{A} \mathbf{z}$
MPP Employee	: Summarize major accomplishments achieved over the past evaluation period.
Comments:	: Summarize major accomplishments achieved over the past evaluation period. e Bronco (Self) Review : Test X- MPP Employee Performance Evaluation TEMPLATE Time : 4/25/2024 1:40 ere the MPP Employee summarizes major accomplishments achieved over the past evaluation period.
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