



PORT COLBORNE

APPENDIX E - CAO PERFORMANCE APPRAISAL

CAO INFORMATION

Name:

Evaluation Period:

Completed By:

PERFORMANCE ASSESSMENT

COUNCIL STRATEGIC PLAN

CAO Commentary on Council Strategic Plan Outcomes and Achievements

Council Commentary Council Strategic Plan Outcomes and Achievements

COUNCIL DIRECTED OBJECTIVES

CAO Commentary on Council Directed Objectives

Council Commentary on Council Directed Objectives

COMPETENCY REVIEW

CAO Commentary on Impact of Performance

Council Commentary on Impact of Performance

DEVELOPMENT PLAN

CAO Commentary on Development Plan Outcomes

Council Commentary on Development Plan Outcomes

SUPPORTING DOCUMENTATION

List Any Documentation or links included as a part of this package

OVERALL CAO COMMENTS

OVERALL COUNCIL COMMENTS

INCLUDED DOCUMENTATION

List any included documents here

PERFORMANCE RATING	RATING (PICK ONE)
<p>Exceptional Performance</p> <ul style="list-style-type: none"> • Significantly and consistently exceeded all or significant goals and expectation(s) • Results added value beyond the scope of the role consistently benefiting the organization and Region of Niagara • Successfully navigated higher levels of complexity; with successful delivery of desired outcomes • Demonstrated a high level of leadership with Council, peers, reports and all employees • Was seen as a model of exceptional behaviour • Consistently exhibited behaviours that exemplified the values of the organization 	
<p>High Performance</p> <ul style="list-style-type: none"> • Exceeded or out performed some established goals and expectation(s) • Work is of above average quality in significant areas of responsibility • Demonstrated a high level of initiative to achieve Council Strategic Priorities and or Regional requirements • Demonstrated a high level of leadership with Council, peers, reports and all employees • Was seen as a model of exceptional behaviour • Consistently exhibited behaviours that exemplified the values of the organization 	
<p>Successful Performance</p> <ul style="list-style-type: none"> • Overall consistently performed all core functions of their role as laid out in their job description and/or employment contract • Successfully met performance expectations, goals and objectives as outlined in Council Strategic Priorities and development plans • Was self-motivated and required an appropriate level of direction • Provided strong value to the organization through their output, effort and behaviours • Demonstrated an appropriate level of leadership with Council, peers, reports and all employees • Was seen as a model of exceptional behaviour • Consistently exhibited behaviours that exemplified the values of the organization 	
<p>Needs Development</p> <ul style="list-style-type: none"> • Met some but not all of the expectations of their role as laid out in their job description • Further development is required to meet all core functions of the job • Some goals and objectives were met; may have required above average direction 	
<p>Unsatisfactory</p> <ul style="list-style-type: none"> • Does not meet the expectations and job requirements of the role. • Improvement is needed in most aspects of the job • Did not demonstrate the competence and knowledge required to perform their job functions/duties 	

Signatures

CAO

Date:

Mayor

Date: