

City Manager Evaluation
Rating period: July 2013 – July 2014

Job Dimension: Staff Effectiveness

Level of Importance

High:

Medium:

Low:

- a. Staff is professional and high quality performers; providing reports and services that are timely and complete and contain sound recommendations
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:
- b. Demonstrates a commitment to deal with non-performers and hold the organization accountable for results.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:

Job Dimension: Policy Facilitation

Level of Importance

High:

Medium:

Low:

- a. Presents policy-related information completely and accurately.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:
- b. Respects the role of elected officials in making policy decisions.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:

- c. Ensures that policy decisions and initiatives are implemented.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:

Job Dimension: Service Delivery Management

Level of Importance

High:

Medium:

Low:

- a. Ensures prompt, courteous, and accurate responses to requests from citizens either directly or through the governing body.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:

Job Dimension: Strategic Leadership

Level of Importance

High:

Medium:

Low:

- a. Anticipates and positions the organization to address and respond to anticipated events and circumstances.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:
- b. Accepts responsibility for undesirable results
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:

Job Dimension: Democratic Responsiveness

Level of Importance

High:

Medium:

Low:

- a. Demonstrates an appreciation for the unique culture of the community.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations
- b. Respects and promotes active citizen participation in local governance.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:

Job Dimension: Organizational Planning and Management

Level of Importance

High:

Medium:

Low:

- a. Prepares clear, effective, understandable budget.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:
- b. Manages the allocation of financial resources.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:
- c. Provides accurate assessment of the fiscal condition of the community.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:

5. Does not meet expectations:

Job Dimension: Communication

Level of Importance

High:

Medium:

Low:

- a. Demonstrates a capacity for effective written and oral communication.
 1. No basis for rating:
 2. Exceeds expectations:
 3. Meets expectations:
 4. Almost always meets expectations:
 5. Does not meet expectations:
- b. Conveys information effectively and matches presentation styles to difference audiences.
 1. No basis for rating:
 2. Exceeds expectations:
 3. Meets expectations:
 4. Almost always meets expectations:
 5. Does not meet expectations:

Job Dimension: Integrity

Level of Importance

High:

Medium:

Low:

- a. Fosters ethical behaviors
 1. No basis for rating:
 2. Exceeds expectations:
 3. Meets expectations:
 4. Almost always meets expectations:
 5. Does not meet expectations:
- b. Demonstrates integrity in professional relationships.
 1. No basis for rating:
 2. Exceeds expectations:
 3. Meets expectations:
 4. Almost always meets expectations:
 5. Does not meet expectations:
- c. Demonstrates accountability for personal actions.

1. No basis for rating:
2. Exceeds expectations:
3. Meets expectations:
4. Almost always meets expectations:
5. Does not meet expectations:

Job Dimension: Interpersonal Characteristics and Skills

Level of Importance

High:

Medium:

Low:

- a. Demonstrates the ability to work in harmony with others, minimizing conflict, fostering good will within the organization, in external relationships, with the public and other governmental representatives and interest groups.
 1. No basis for rating:
 2. Exceeds expectations:
 3. Meets expectations:
 4. Almost always meets expectations:
 5. Does not meet expectations:

Job Dimension: Organizational Values

Level of Importance

High:

Medium:

Low:

- a. Demonstrates and models the organizations values, mission statement, goals, and objectives.
 1. No basis for rating:
 2. Exceeds expectations:
 3. Meets expectations:
 4. Almost always meets expectations:
 5. Does not meet expectations:
- b. "Walks the Talk"
 1. No basis for rating:
 2. Exceeds expectations:
 3. Meets expectations:
 4. Almost always meets expectations:
 5. Does not meet expectations:

Job Dimension: Personal Development

Level of Importance

High:

Medium:

Low:

- a. Demonstrates a commitment to ongoing personal professional development through continued education and training
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:

Job Dimension: Self-Mastery

Level of Importance

High:

Medium:

Low:

- a. Demonstrates adaptability and a capability for coping with stress.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:
- b. Respects the views of others and accepts feedback.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations:
- c. Is able to control and manage emotions in conflicts and interactions.
 - 1. No basis for rating:
 - 2. Exceeds expectations:
 - 3. Meets expectations:
 - 4. Almost always meets expectations:
 - 5. Does not meet expectations: