



**General Information**

<b>Position</b> Human Resources Coordinator	<b>Division/Office</b>	<b>Evaluation Type</b> Periodic
<b>Department</b> Human Resources	<b>Job Description</b> Human Resources Coordinator	

**Rating Summary By:** \_\_\_\_\_

**Content**

NARRATIVE SECTION | TEXT ONLY

**Self Reflection**

**Self-Reflection (Deans/Directors)**

Please describe your major accomplishments as a Dean/Director this year. Comment on the extent to which you feel you met the goals from your previous evaluation. Include the challenges you have faced during this academic period and your approach to addressing each challenge. New goal for the upcoming year can be added in the goal section.

COMMENT

NARRATIVE SECTION | TEXT ONLY

**Professional Development & Learning**

## Professional Development & Learning (Deans/Directors)

Please describe your professional development and learning throughout the academic year, specifically in relation to your role as Dean/Director. You will have the opportunity to outline your Professional Learning Goals for the upcoming academic year in a separate section.

COMMENT

NARRATIVE SECTION | TEXT ONLY

## Goals for Academic Year 25-26 (Employee)

### Goals for Academic Year 25-26 (Employee)

Please identify goals for the upcoming academic year.

COMMENT

### Overall Rating

SCORE	NAME	COMMENT
1	Does Not Meet Expectations	<div style="border: 1px solid black; height: 150px; width: 100%;"></div>
2	Meets Expectations	
3	Exceeds Standard	
4	Outstanding	