

TEMPLATE: Performance Goals

From the Canadian Clay & Glass Gallery

Note: This reviews is used in addition to the annual review form. It addresses individual and team performance and measures goals and employee engagement.

Purpose of this Form: A guide to discuss and review goals and performance.

Name:

Gallery representatives:

1. How do you feel, in general, about your employment with the Canadian Clay & Glass Gallery?
2. How personally satisfying is your work at the Canadian Clay & Glass Gallery?
3. What do you think the major challenges are for the Canadian Clay & Glass Gallery?
4. What are the strengths and weaknesses of the staff as a whole.

<u>Strengths</u>	<u>Weaknesses</u>
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5. How would you make the weaknesses into strengths?
6. What is the level of trust (1-10) in this group?
7. What is the level of cooperation (1-10) on this group?
8. What are the three highest values you hold as a professional?
9. What are goals and dreams in terms of your own work?
10. What are the key accountability areas for your job? How would you rate your performance (1-10) in each?
11. What advice do you have for us in terms of managing the staff or directing the Board?