



General Fee Student Leader Performance Evaluation

Evaluations should be completed individually, and then a meeting should be held with the student being evaluated, the head of the organization and the Student Life representative to work through the evaluation. The Student Life representative will then combine all responses onto one form and everyone will sign it. One copy should go to each signer with an additional copy forwarded to the Associate Dean of Students for audit purposes.

Name of Student Leader: _____

Name of person completing form: _____ **Date:** _____

1=NEVER-----2=SOMETIMES-----3=MOST OF THE TIME ----- 4=ALWAYS-----N/O=NOT OBSERVED

| | Student Self-Evaluation | Head of Organization | Student Life Representative |
|--|-------------------------|----------------------|-----------------------------|
| EXAMPLE: | 3 | 3 | N/O |
| 1. This leader was on time for office hours/meetings | | | |
| 2. This leader completed assigned tasks | | | |
| 3. This leader remained organized when managing tasks | | | |
| 4. This leader was willing to accept new tasks | | | |
| 5. This leader willingly assumed leadership for some tasks | | | |
| 6. This leader was respectful of students, staff, and faculty | | | |
| 7. This leader was professional in interactions (both written and interpersonal) with students, staff, and faculty | | | |
| 8. This leader initiated tasks without being asked | | | |
| 9. This leader worked her/his assigned hours | | | |
| 10. This leader completed every aspect of their position description | | | |
| 11. This leader enjoys their student leadership position | | | |

One thing this leader does really well is:

One thing this leader could improve is:

Other comments/feedback for leader:

| | | |
|----------------------|------------|------|
| Signature of Student | Print Name | Date |
|----------------------|------------|------|

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|-----------------------------------|------------|------|
| Signature of Head of Organization | Print Name | Date |
|-----------------------------------|------------|------|

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|--|------------|------|
| Signature of Student Life Representative | Print Name | Date |
|--|------------|------|