



Annual Chapter Executive Director Evaluation

	1 – Strongly Disagree	2	3	4	5 – Strongly Agree
Board Relations					
1. The ED implements the relevant goals of the Board.					
2. The ED maintains positive liaison with the Board, committees and Chapter members.					
3. The ED allocates resources in a manner which is understood by the Board.					
4. The ED serves as a quality representative for the Chapter to its members, the media, general public and other external parties.					
5. The ED maintains positive liaison with Legislators and other policymakers.					
6. The ED alerts the Chapter to current events and future trends that may affect the profession.					
7. The ED provides good counsel.					
8. The ED demonstrates commitment to improving the Chapter.					
9. The relationship between the ED and the Board is collegial and one of respect.					
10. The ED's leadership has increased the Board's trust and confidence in the NAIFA home office.					

Association Management					
1. The ED is knowledgeable about association laws, rules and practices and uses this knowledge to recommend courses of action for the Chapter.					
2. The ED anticipates problems and is resourceful in dealing with them.					
3. The ED assumes responsibility for making decisions within policy framework.					
4. The ED makes tough decisions when needed and sees them through to completion.					
5. The ED manages so that priority matters receive appropriate attention.					
6. The ED has a sense of what must change and what must remain the same in order to accomplish the Chapter's mission and realize its vision.					
7. The ED monitors the Chapter's finances and operations in relationship with the approved budget and makes informed financial decisions.					
8. The ED uses good fiscal judgment in managing operations.					
9. The ED's leadership has improved our financial resources and accountability.					
10. The ED's leadership has increased the Chapter's goodwill and the membership's trust in the organization.					

Staff Relations					
11. The ED recruits and retains well-qualified and competent staff.					
12. The ED makes a consistent effort to train and provide feedback to staff.					
13. The ED helps staff work together to achieve the Chapter's goals and objectives.					
14. The ED provides consistent recognition and support to staff members.					
15. The ED's leadership has improved the staff's performance.					
16. The working relationship between staff and the Board is collegial and one of respect.					
Personal Characteristics					
17. The ED is reliable and meets deadlines.					
18. The ED expresses an ability and willingness to work with others.					
19. The ED demonstrates the ability to communicate effectively, both orally and in writing.					
20. The ED deals effectively with pressure situations.					
21. The ED models effective behaviors and skills.					
22. The ED responds appropriately to advice and constructive criticism.					
23. The ED has the necessary knowledge and skills to be an effective ED.					
24. The ED has the necessary personal characteristics to be an effective ED.					

What have been the major achievements/shortcomings of the ED over the past 12 months? (Provide specific examples if available.)

Did the ED live up to the written or expressed goals and objectives developed by the Chapter? Explain.

Did the ED live up to your expectations? Explain.

Has the Chapter benefited from the leadership of the ED? Explain.

If you could give two pieces of advice to the ED, what would it be?

Any further comments?