**Go Green Youth Centre**

**Staff Performance Review**

**Staff Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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|  | **NEEDS IMPROVEMENT** | **MEETS EXPECTATIONS** | **EXCEEDS EXPECTATIONS** | **COMMENTS** |
| **ROLE MODELING** | Needs to consistently set a positive example for campers and staff | Consistently sets a positive example for campers and staff. Makes responsible decisions for personal behaviour | Understands the importance of being a positive role model and sets an example for other staff members |  |
| **USING GOOD JUDGEMENT** | Needs to improve consideration of camper safety, respect for camp property, etc. | Always considers camper safety, respect for cam property, etc. | Demonstrates a superior use of judgement in all circumstances. Always considers the “big picture” at camp. |  |
| **TAKING RESPONSIBILITY** | Needs to act more responsible by being more mature and professional | Always acts mature and professional when required | Demonstrates an excellent understanding of being mature and responsible at all times |  |
| **TAKING INIATATIVE** | Needs to improve on self-motivation | Consistently takes initiative without being asked | Always takes leadership roles with enthusiasm |  |
| **ATTITUDE** | Needs to demonstrate a more consistent and positive attitude | Consistently positive. Always smiling, alert and ready for camp. | Sets an example for positive behaviour. Encourages and motivates other staff. |  |
| **CO-OPERATIVE** | Needs to improve relationship with other staff members. Not always flexible. | Works well with other staff members. Usually flexible. | Always flexible. Consistently receives positive feedback from other staff members. |  |
| **PATIENCE** | Needs to remember age of campers. Sometimes loses patience. | Clearly enjoys working with children. | Demonstrates a true bond with campers. Enjoys mentoring them and building their self-esteem. |  |
| **CREATIVITIY** | Needs to be flexible and develop more ideas. | Demonstrates the ability to adapt to unusual situations | Always demonstrates a creative solution to unusual situations |  |
| **PUNCTUALITY** | Needs to develop better organizational skills | Demonstrates the ability to be organized | Always demonstrates the ability to be on schedule and organized. |  |
| **DISCIPLINARY SKILLS / CONTROL OF CAMPERS** | Needs to ensure appropriate level of discipline is enforced upon campers. | Good control of campers. Brings major issues to superiors. | Excellent level of control. Models techniques for other staff. Well liked and respected by campers. |  |
| **ENERGY & ENTHRUSIASM** | Needs to improve consistency or level of energy and enthusiasm. | Usually maintains a high level of energy and enthusiasm. | Always sets an example for other staff with a high level of energy and enthusiasm. |  |
| **DEVELOPING CAMPER’S SELF-ESTEEM** | Needs to improve interest in helping campers develop self-esteem | Consistently encourages campers through appropriate praise. Encourages them to participate and learn new things. | Uses specific praise and encourages campers to praise peers. Makes confidence building a priority. |  |
| **ADHERANCE TO CAMP POLICIES (Outlined in Staff Training Manual)** | Needs to consistently adhere to camp policy with respect to arrival time, uniform etc. | Consistently adheres to camp policies. | Demonstrates a mature understanding of camp policies. Always sets a good example. |  |
| **COMMUNICATION WITH MANAGEMENT AND**  **ADMINISTRATION TEAM** | Needs to improve communication. | Consistently relays important camper information | Relays all camper information and all relevant camp information. |  |
| **ADMINISTRATIVE WORK** | Need to improve administrative work. | Sometimes take on the initiative to perform administrative work. | Camper attendance, worksheet checklist, equipment lists, etc. In an outstanding fashion. |  |
| **FORWARD THINKING AND STRATEGIC PLANNING** | Needs to start logically thinking forward. | Usually thinks forward. | Always logically thinks forward and develops strategic planning. |  |
| **I HAVE READ AND DISCUSSED THIS EVALUATION: FINAL COMMENTS:**  **Staff Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Supervisor Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Executive Director Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |