

FIRE CHIEF'S PERFORMANCE APPRAISAL

Name _____

Position _____

Evaluation Period _____

STRATEGIC PLAN (Year)

- I. *(Insert Strategic Goal Here)*
- II. *(Insert Strategic Goal Here)*
- III. *(Insert Strategic Goal Here)*
- IV. *(Insert Strategic Goal Here)*
- V. *(Insert Strategic Goal Here)*
- VI. *(Insert Strategic Goal Here)*

GOAL REVIEW

INSTRUCTIONS: List the objectives set during the previous performance appraisal. Provide appropriate commentary as to whether or not the goal was accomplished, how it was accomplished, and/ or why it was not accomplished.

I. Specific Performance Objectives

A. *(Insert Strategic Goal Here)*

GOAL	RESULTS	MET / NOT MET
	•	
	•	
	•	

B. *(Insert Strategic Goal Here)*

GOAL	RESULTS	MET / NOT MET
	•	
	•	

C. *(Insert Strategic Goal Here)*

GOAL	RESULTS	MET / NOT MET
	•	
	•	

D. *(Insert Strategic Goal Here)*

GOAL	RESULTS	MET / NOT MET
	•	
	•	

E. *(Insert Strategic Goal Here)*

GOAL	RESULTS	MET / NOT MET
	•	
	•	
	•	

II. Management & Leadership – Behaviors Modeled

GOAL	RESULTS	MET / NOT MET
<i>Communication with Board</i> – The Fire Chief should proactively share relevant information in a timely manner, seeking direction and input.	•	
<i>Professional Relationships</i> – The Fire Chief is expected to establish and maintain positive, effective relationships with public officials and active memberships in appropriate professional organizations.	•	
<i>Employee Relations</i> – The Fire Chief works to maintain positive, effective, respectful relationships with employees and their leadership, consistent with Board direction.	•	
<i>Personal Conduct</i> – The Fire Chief is expected to demonstrate the highest professional comporment, consistent with the expectations of the Board.	•	
<i>Innovation</i> – The Fire Chief seeks to bring new concepts to the District, not for the sake of “newness,” but in order to maintain a competitive position in the provision of efficient, effective emergency services.	•	
<i>Management Team Effectiveness</i> – The Fire Chief successfully strives to retain, and when necessary, recruit high caliber, non-traditional leaders who can effectively establish direction, motivate, and gain commitment from their staff.	•	

III. Operational Involvement/Response Readiness

GOAL	RESULTS	MET / NOT MET
The Fire Chief <i>personally</i> maintains appropriate certifications and participates in drills, incidents, and continuing education.	•	
The Fire Chief <i>organizationally</i> meets operational objectives, including the highest levels of response capability indicating that Operations is the organization’s highest priority.	•	

OBJECTIVES FOR 2002

Instructions: Both the Fire Chief and the Board should take part in establishing priorities and setting objectives for the coming year. These should be based on job-related duties and assignments as set and communicated by the job description, department objectives, individual objectives, special assignments, etc. Objectives should be specific, clearly defined, and measurable.

	OBJECTIVES/GOALS
1	
2	
3	
4	
5	
6	

ADDITIONAL COMMENTS

Fire Chief's Signature

Date

Sub-Committee Member's Signature

Date

Sub-Committee Member's Signature

Date