

Nonprofit Program Staff Appraisal Form

Staff Information

Name

Position/Title

Program/Department

Reviewer

Review Period

Date

Key Duties & Responsibilities

Responsibility	Performance Comments

Core Competencies

Competency	Rating	Comments
Teamwork & Collaboration		
Communication		
Adaptability		
Initiative		
Problem Solving		

Program Impact/Outcomes

Describe contributions to program outcomes and mission impact

Strengths

Identify staff member's key strengths

Areas for Growth/Improvement

Suggest areas for growth or improvement

Professional Development Goals

List recommended goals or training opportunities

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Additional Comments

Other comments

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