



## TVSEF PERFORMANCE REVIEW

Name:

Position:

Review Period:

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### Rating Scale:

- (5) Greatly exceeds expectations** - Employee's performance is far above the defined expectations. The employee consistently does outstanding work, regularly going far beyond what is expected.
- (4) Exceeds expectations** - Employee's performance meets the defined job expectations and in many instances, exceeds job expectations. The employee generally is doing a very good job.
- (3) Meets expectation** - The employee's performance meets the defined job expectations.
- (2) Partially satisfies expectations** - The employee's performance meets some of the job expectations, but improvement is needed to fully meet expectations.
- (1) Does not meet expectations** - The employee's performance generally fails to meet the expectations as defined. The employee frequently requires close supervision or the employee is not doing the job at the level expected for employees in this position.
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### Coaching Duties:

	Self	Head Coach
1. Assisted Head Coach with execution of programs	_____	_____
2. Demonstrated the ability to coordinate and cooperate with coaches within the same program and other programs, as needed	_____	_____
3. Worked as a professional, effective, and proactive team player	_____	_____
4. Attended practice regularly or communicated any absences ahead of time	_____	_____
5. Sought out professional education opportunities	_____	_____
6. Assisted Head Coach with equipment maintenance and during competitions, as needed	_____	_____
7. Assisted in organizing and supporting TVSEF hosted competitions, if applicable	_____	_____

Employee Comments:

Evaluator Comments:

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### Athlete Development and Management:

	Self	Head Coach
1. Effectively communicated coaching concepts and ideas to athletes	_____	_____
2. Conducted training appropriate for each athlete's skill, age, and development level	_____	_____
3. Demonstrated the ability to motivate athletes	_____	_____
4. Maintained and encouraged a positive culture and standards for athletes	_____	_____

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|---|-------|-------|
| 5. Encouraged and demonstrated general safety habits, excellent decision-making and risk assessment skills to ensure athlete safety | _____ | _____ |
| 6. Implemented athlete training program consistent with Head Coach directions   | _____ | _____ |

Employee Comments:

Evaluator Comments:

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**TVSEF Communication:**

	Self	Head Coach
Communication with families, other staff, executive director, board of directors, any other invested parties		
1. Demonstrated effective, respectful and professional verbal and written communication with athletes, parents, and coaches	_____	_____
2. Responded to head coach requests in a timely manner	_____	_____
3. Demonstrated interpersonal and relationship-building skills	_____	_____
4. Demonstrated necessary computer literacy skills to complete tasks required	_____	_____

Employee Comments:

Evaluator Comments:

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**Facilities and Partner Relations - TVSEF, Mountain, Venues:**

	Self	Head Coach
1. Followed all host facility's rules and regulations and ensured athletes were informed of and adhered to them as well enforced	_____	_____

Employee Comments:

Evaluator Comments:

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**General Work Performance:**

	Self	Head Coach
1. Demonstrated the ability to work unsupervised	_____	_____
2. Demonstrated the ability to make decisions and solve problems independently, effectively and creatively	_____	_____
3. Demonstrated the ability to take constructive criticism and comments when offered and make pertinent changes	_____	_____

Employee Comments:

Evaluator Comments:

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**TVSEF Values and Policies**

	Self	Head Coach
1. Demonstrated a commitment to youth sports and the mission of TVSEF	_____	_____
2. Demonstrated strong knowledge of principles, ethics and practices of TVSEF	_____	_____
3. Enforced TVSEF and USSA Code of Conduct among athletes	_____	_____

Employee Comments:

Evaluator Comments:

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**Managing Goals and Goal Setting for the coming Year:**

1. What is the employee's greatest strength or area of contribution to the program this year?
2. What new skills has the employee learned or shown improvement upon this year?
3. What opportunities are there for growth or improvement for next season? What specific training should be considered?
4. What changes would the employee like to see in the program next season, and how can TVSEF support the coaches' experience?
5. Other general comments and impressions:

**Goals for 2021-22** - List below specific performance objectives of goals for the employee for the next review period.

- 1.
- 2.
- 3.

Employee Signature:

Date:

TVSEF Signature:

Date: