

**CHITTENDEN SOUTH SUPERVISORY UNION
STAFF EVALUATION TOOL**

Employee:_____

Supervisor:_____

Innovation					
Category	Unsatisfactory	Improvement is needed	Meets requirements	Exceeds expectations	Outstanding performance
Displays original thinking and creativity	Employee has not displayed enough creativity or original thinking in her work.	Employee needs to display more creativity and original thinking to meet the minimum expectations for her position.	Employee displays creativity and original thinking in her work.	Employee often displays creativity and original thinking beyond the expectations for her position.	Employee displays brilliance in her creativity and original thinking.
Meets challenges with resourcefulness	Employee does not show the necessary resourcefulness when faced with unexpected challenges.	Employee is not always resourceful enough when faced with unexpected challenges.	Employee is usually resourceful when faced with unexpected challenges.	When faced with unexpected challenges, Employee is very resourceful.	When faced with unexpected challenges, Employee is extremely resourceful.
Generates suggestions for improving work	Employee rarely contributes usable suggestions for improving work.	It would be preferable if Employee offered more usable suggestions on how to improve work.	Employee contributes usable suggestions for improving work.	Employee generates many usable and ingenious suggestions for improving work.	On a consistent basis, Employee contributes highly ingenious and valuable suggestions for improving work.

Innovation					
Category	Unsatisfactory	Improvement is needed	Meets requirements	Exceeds expectations	Outstanding performance
Develops innovative approaches and ideas	Her approaches and ideas have not been innovate enough for her position.	Employee has not developed many innovative approaches or ideas.	Employee has developed innovative approaches and ideas.	Employee has developed some highly innovative approaches and ideas.	Employee has produced innovative approaches and ideas that are far above the expectations for her position.