

Part IV
Upward Review Performance Assessment (Optional)

You are being asked to provide upward feedback on your immediate supervisor's job performance during the period indicated above. While you are strongly encouraged to participate in this upward review process, participation is optional and voluntary. All responses are to remain anonymous. The completed form should be returned to the individual and date listed below. If you elect to provide feedback on your supervisor's job performance, please be as forthcoming in your evaluation as possible.

Name of Supervisor/Manager Being Rated: _____

Job Title of Individual Being Rated: _____

Return completed form to the attention of: _____ no later than _____.
Name / Court Division

Superior Supervisor	High Performing Supervisor	Satisfactory Supervisor	Low Performing Supervisor	Unsatisfactory Performer
Performance is consistently exceptional, easily recognized by subordinate employees as unique in ability and performance. Demonstrates expertise and serves as positive role model and inspiration to others.	Performance exceeds expectations. Easily recognized by subordinates as consistently achieving results in excess of expectations.	Performance consistently meets expectations of subordinate employees.	Performance is consistently below the level of expectation of subordinate employees. Recommend additional training and supervision in this area.	Performance is unsatisfactory in this area.

My supervisor... (Check the appropriate performance level)	Superior	High	Satisfactory	Low	Unsatisfactory	NA – I don't know
Demonstrated effective management skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kept me informed about things affecting my job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Let me know when I did a good job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gave fair and consistent treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Effectively responded to internal and external complaints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welcomed suggestions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Developed and encouraged cooperation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gave clear instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Followed consistent application of policies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Promoted teamwork within the court division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provided good working conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated technical competence in their knowledge, skills and abilities to perform the duties of their position	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated a positive work environment by displaying proper attitude and respect for others even when under pressure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Served as role model for good work habits including proper attendance and dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated positive work relations through ability to work well with others, positive influence and supporter of others on the team; was accessible and approachable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated ethical conduct and honesty in his/her dealings with employees and the public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: