

## Questions for Performance Evaluation

- What do you like about your job; what is going well?
- What aspects of your job could be improved or done differently?
- What factors in your work situation are preventing you from being more effective?
- What additional skills which would help you in your job, would you like to develop through training, courses, etc.?
- What comments do you have, if any, regarding your job description relative to your job duties?
- Evaluate how successful you have been in achieving your goals for this year.
- List your specific goals for next year.

The above questions would be answered separately by the Selectboard and employee before the interview. The purpose of the interview would be to discuss the individual responses to the questions, and to agree on goals for the following year.