**Rubenstein School of Environment and Natural Resources**

**University of Vermont**

**2015-16 Work Plan**

|  |  |  |
| --- | --- | --- |
| **Name** :  |  | Official_Logo_tower_only |
| **Position**:  |  |
| **Current Year**:  |  |

|  |
| --- |
| Goal 1:  |
| Strategic Priority:  |
| Strategy:       |
| Indicator/Accomplishments:  |
| *Employee Self-Assessment (In two paragraphs or less,* ***please add your summary of accomplishments and how well you think you aligned with your goals, strategies, and indicators. Please include what you found to be your biggest challenges this year.)****:*       |
| *Manager Assessment:*  1-2-3-4-5 |

|  |
| --- |
| Goal 2:  |
| Strategic Priority:  |
| Strategy:  |
| Indicator/Accomplishments:  |
| *Employee Self-Assessment (In two paragraphs or less,* ***please add your summary of accomplishments and how well you think you aligned with your goals, strategies, and indicators. Please include what you found to be your biggest challenges this year.)****:*       |
| *Manager Assessment:* 1-2-3-4-5 |

|  |
| --- |
| Goal 3:  |
| Strategic Priority:  |
| Strategy:  |
| Indicator/Accomplishments:  |
| *Employee Self-Assessment (In two paragraphs or less,* ***please add your summary of accomplishments and how well you think you aligned with your goals, strategies, and indicators. Please include what you found to be your biggest challenges this year.)****:*       |
| *Manager Assessment:* 1-2-3-4-5 |

|  |
| --- |
| Goal 4:  |
| Strategic Priority:  |
| Strategy:  |
| Indicator/Accomplishments: |
| *Employee Self-Assessment (In two paragraphs or less,* ***please add your summary of accomplishments and how well you think you aligned with your goals, strategies, and indicators. Please include what you found to be your biggest challenges this year.)****:*       |
| *Manager Assessment:* 1-2-3-4-5 |

|  |
| --- |
| Goal 5:  |
| Strategic Priority:  |
| Strategy: .      |
| Indicator/Accomplishments:  |
| *Employee Self-Assessment (In two paragraphs or less,* ***please add your summary of accomplishments and how well you think you aligned with your goals, strategies, and indicators. Please include what you found to be your biggest challenges this year.)****:*       |
| *Manager Assessment:* 1-2-3-4-5 |

|  |
| --- |
| Goal 6:  |
| Strategic Priority:  |
| Strategy:       |
| Indicator/Accomplishments:       |
| *Employee Self-Assessment (In two paragraphs or less,* ***please add your summary of accomplishments and how well you think you aligned with your goals, strategies, and indicators. Please include what you found to be your biggest challenges this year.)****:*       |
| *Manager Assessment:* 1-2-3-4-5 |

|  |
| --- |
|  COMMENTS AND ACKNOWLEDGEMENT SIGNATURES |

**MANAGER COMMENTS:** Manager comments regarding overall year-end performance on Targeted Results and MATPICS, with coaching comments for future improvement or development.

**EMPLOYEE COMMENTS (OPTIONAL):** Employee comments based on the written performance review and/or discussion.

**ACKNOWLEDGEMENT SIGNATURES:** Managers should return signed and completed forms to their Human Resources Representative for review and inclusion in the employee file.

|  |  |  |
| --- | --- | --- |
| **Employee Name** | **Signature** | **Date** |
|       |  |       |
| **Manager Name** | **Signature** | **Date** |
|       |  |       |