**FPCD/AD-3 - Peer Evaluation Form for Director/Associate Director**

Revised February, 2022

Director/Associate Director:

Peer Evaluator:

Date of Evaluation:

The evaluator should base his or her comments on first-hand observations of the execution of professional responsibilities together with engaged conversation with the associate director/director about his or her responsibilities. At least one hour should be spent in conversation and observation. More than one hour spent will provide even a better snapshot of the associate director/director’s professional responsibilities. A peer conference is strongly encouraged in order to clarify observations and to engage in collegial discussion regarding the professional responsibilities and practices.

**4 = Exceptional 3 = Expected 2 = Improvement Plan Needed 1= Unacceptable**

1. Ability to organize and execute professional responsibilities 4 3 2 1

Comments

2. Knowledge of profession in the area of specialty 4 3 2 1

Comments:

3. Knowledge of profession in areas outside specialty 4 3 2 1

Comments:

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**4 = Exceptional 3 = Expected 2 = Improvement Plan Needed 1= Unacceptable**

4. Demonstrates Biblical Foundations/Adventist Biblical Christian-Worldview within 4 3 2 1

areas of professional responsibilities

Comments:

5. Director/Associate Director’s enthusiasm for their position 4 3 2 1

Comments:

6. Interaction/engagement with colleagues 4 3 2 1

Comments:

7. Overall effectiveness in execution of professional responsibilities 4 3 2 1

Comments:

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**4 = Exceptional 3 = Expected 2 = Improvement Plan Needed 1= Unacceptable**

General Observations:

We hereby affirm that we discussed this evaluation and the observed execution of professional responsibilities on the date indicated.

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Director/Associate Director’s Signature Date

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Observing Professor’s Signature Date