



Executive Director (ED) Evaluation Timeline

January	Director Evaluation Committee (DEC) meets to debrief evaluation process from previous year.
October	DEC meets to set timeline details, schedule meeting dates, book rooms. DEC aligns job description, ED goals, strategic plan, and evaluation tool. DEC emails eval tool to ED, and ED responds by end of Oct with self-eval and goals for following calendar year.
November	DEC meets to reconcile ED's future goals with job description and strategic plan. DEC emails eval tool, including ED's self-eval, to board, response by end of Nov.
December	DEC emails collated results of eval tool to board and ED by end of first week of Dec. DEC and interested board members meet with ED during second week of Dec to review collated results. DEC meets with HR to develop and research compensation options, and emails board with results and recommendations. Closed session at Dec board meeting to discuss evaluation results and compensation.