

### Guide for Performance Evaluation: Health Department Director

Competency/Performance Evaluation Area	Criteria	Met	Partially Met	Not Met	Comments
1. Goals as set by Director and Governing Board	1a) At least two (2) measurable goals that relate to administrative duties to be set each year and evaluated				
2. Personnel	2a) Employ qualified personnel				
	2b) Deal with personnel issues effectively and efficiently				
3. Public Policy	3a) Provide adequate information to appropriate board(s) for development and implementation of public policy				
	3b) Carry out Board policy consistently and accurately				
4. Programs	4a) Conduct organizational strategic planning activities				
	4b) Conduct comprehensive evaluation of programs, services and agency operations.				
	4c) Practice fiscal management				
	4d) Assure compliance with appropriate state health laws; local public health regulations and ordinances and contractual requirements.				
5. Community	5a) Provide leadership for the community health assessment and planning process				
	5b) Provide leadership for annual review of health promotion programs in the jurisdiction.				
	5c) Regularly represents public health in community partnership activities.				
6. Contracts	6a) Develop and maintain written contracts with partner entities				