Self-Evaluation Form

Today's Date: _____

Don't wait for the boss. Give yourself an honest performance review.

In each of the categories below, rate yourself on a scale of 1 through 10 (1 being the lowest and 10 the highest). Be honest; this is for your eyes only. There is an optional space for comments if you want to add explanation for future reference. Consider doing this annually to compare progress.

SPIRITUAL LIFE

Time in the Word	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Time in Prayer	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Time in Worship (not job related)	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Time in Service (not job related)	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Time in Rest/Solitude	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10

Comments: _____

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SELF-DISCIPLINE

Exercise	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Diet	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Personal Hobbies	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Family Time	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Promptness/Office Time	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Personal Organization	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10

Comments: _____

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ADMINISTRATION/ORGANIZATION

Office Work Environment	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Electronic/File Management	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Volunteer Processing	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Visitor Follow-Up	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Team Management	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Curriculum/Volunteer Needs	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Resources/Supplies	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Special Events/Planning	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10

Comments: _____

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COMMUNICATION

Family	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Friends	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Work Office	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Leaders/Volunteers	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Parents/Children	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10

Comments: _____

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RECRUITING, TRAINING, AND RETAINING LEADERS & VOLUNTEERS

Recruiting Leaders and Volunteers	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Retaining Leaders and Volunteers	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Training Leaders and Volunteers	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Leaders/Volunteers	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10
Parents/Children	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10

Comments: _____

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