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**NYU Performance Communication Evaluation Form**

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| **Employee Name:** | **School of Law Department:** |
| **Employee Title:** | **Performance Year: AYXXXX** |
| **Supervisor Name:** | **Date:** |

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| **Competency** | **Strongly Disagree** | **Disagree** | **Agree** | **Strongly Agree** | **N/A** | **OPTIONAL Examples/Comments** |
| Accountability - Takes responsibility for work, behavior, commitments, and actions in order to build trust and embody integrity. |  |  |  |  |  |  |
| Agility - Adapts to changing environments, demonstrating resilience and embracing new challenges. |  |  |  |  |  |  |
| Collaboration - Works effectively within teams and across organizational boundaries to achieve shared goals. This includes respecting others’ time, engaging with positive intent, and following processes and procedures. |  |  |  |  |  |  |
| Communication – Effectively exchanges information and meaning to create mutual understanding, share knowledge, and engage others for action. This includes being accurate and on point. |  |  |  |  |  |  |
| Productivity: Effective in completing work and meeting goals. This includes meeting deadlines and producing high-quality work consistently.  |  |  |  |  |  |  |
| Inclusive Mindset - Appreciates and integrates diverse perspectives, backgrounds, and experiences into our daily work. |  |  |  |  |  |  |
| Innovation - Harnesses creativity to develop new ideas, embrace emerging trends, and adapt to changing approaches to achieve results. |  |  |  |  |  |  |
| Leadership - Leads self, others (if appropriate), results, and strategies with integrity and authenticity. |  |  |  |  |  |  |
| Problem Solving - Applies critical thinking to tackle issues, overcome challenges, and implement effective solutions that lead to the desired outcomes. |  |  |  |  |  |  |

Supervisor signature: Date:

Employee signature: Date:

Note: Signing this form does not necessarily indicate agreement with the information presented, but does indicate that the supervisor and employee met to review the information.

**\*\*\*Please email the completed and signed form to** **LawHR@nyu.edu****, by June 15th as possible.\*\*\***