

LEAD 153 • Staff Evaluation and Correction  
Instructor: Lester Lorensen  
Notes Pages

What are some expectations you will probably have to modify in your staff?

What are some expectations you will probably have to introduce in your staff?

What type of training regimen do you plan to use?

How will you set a tone of appreciation for the need for evaluations?

How do you plan to do your evaluations? (Frequency, format, privacy)

What are your priorities to evaluate?

Why does the staff member need to fill out the form first?

What have you done wrong if you have to “gunnysack”?

Know yourself. Are you likely to reprimand too harshly, too softly, or too generally?

Why is it important to write down the main points after a reprimand?

Is it likely you will need more courage or more empathy to effectively reprimand?

How would you deal with it if the board or nominating committee really wants to put someone unsuitable into your leadership group?