

## Qualitative Self-Evaluation for Job Appraisal

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The descriptions of the ratings are as follows:

1. Unsatisfactory,
2. Needs improvement,
3. Meets job requirements and expectations,
4. Exceeds job requirements and expectations,
5. Outstanding.

1. Rate your level of dependability. Consider such things as your availability, punctuality and commitment to colleagues and staff. 4

I believe I have been very supportive when it was necessary to pick up a class in order to alleviate the load of other colleagues. I am very dependable. I arrive at the college at least 20 minutes prior to class to prepare for the day.

2. Rate your skills in student relations. Take into account the effectiveness of your communications, your courtesies and how promptly you respond to student needs. 5

I believe this is probably my strongest area. I am a motivator. I take a vested interest in each student and work to help each student meet their personal goals. I regularly communicate via email, discussion board, Bb, and phone. I have outstanding student rapport.

3. Rate your commitment to the organization. Consider this to mean the college, its goals and procedures. 4

I feel my commitment to the University of Cincinnati is very strong. I am a Bearcat. My entire family is UC grads, and my father taught at the Medical College for 56 years. I will take full pride in any task that is asked of me to benefit the students, faculty and staff of the university.

4. Rate your efficiency and ability to organize your work. Take into account managing time, meeting objectives, prioritizing and integrating change. 4

This area I believe is another of my strong points. I have excellent organizational skills. I have completed many curriculum maps to help with the organization and overall effectiveness of programs and meeting licensure requirements.

5. Rate the level of overall quality you deliver to the workplace. Consider such attributes as thoroughness and accuracy, as well as efforts to implement quality improvement. 4

I work very hard to maintain current and accurate data for students. I am not afraid to tell a student I am unfamiliar with a particular topic and will then research the information to take back to the classroom. Learning is an ongoing process. If we quit seeking out new information we become stagnant and our students pay the price.

6. Rate your productivity. 4

I work best when I am taking on several projects or ideas at a time. I am not afraid of multi-tasking.

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7. Evaluate your level of teamwork. Take into account your contributions to a positive team spirit, openness to others' views and commitment to team success (as opposed to individual success). 4

I guess what my students call me says it all, Coach. I have been teaching for almost 20 years and my students have always called me coach because of what I bring to the team. No team is good without strong leadership, and no player is as effective, alone. I enjoy working as a team. I love bouncing ideas off of others to achieve a goal with best suits everyone.

8. Please mention a few specific positive attributes that you bring to your work.

- Student, faculty and staff rapport.
- Positive attitude.
- Provide a fun learning environment to help students feel comfortable so they may achieve their personal best.
- Make content relevant to the students by incorporating stories or information they are familiar with so students can draw their own conclusions.
- Ability to teach online and face-to-face courses.

9. Please mention one or two areas that might need improvement.

- I need to be more involved with University committees and organizations. I think this comes with becoming a full-time faculty member.
- I need to attend workshops etc at the University that will allow me to utilize different tools to help with student learning.
- I need to continue my education to increase my knowledge base to be a more useful part of the faculty.

10. Rate your level of skill and knowledge as it relates to your position. Take into account efforts to keep abreast of new developments and your appropriate use of resources. 3

I feel I am very knowledgeable in my areas of expertise, but would really like to grow and become a more versatile educator in other areas of the healthcare field. I will be starting my masters program in the fall, which will help me become a more effective instructor. I also have several certificate programs that I will be pursuing to help me become a more utilitarian player.