Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hall: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please fill out the following criteria using the scoring system below:

1 –Needs Great Improvement 2 – Needs slight improvement 3 – Meets Expectations

4 – Exceeds Expectations 5 – Consistent Superior Performance

Supervisors *must* comment on any score given that is below a 3 (meets expectations) or above a 4 (exceeds expectations). Supervisors *may* comment for clarification on scores of 3 or 4, but are not required to do so.

**Leadership Skills/Teambuilding Skills**

1. Acts as a leader within residence life staff and residential community.
2. Can articulate his/her style of leadership within her community.
3. Motivates the staff group through positive empowerment.
4. Initiates team building activities/group bonding time outside of staff meetings.
5. Demonstrates reliability.

Comments:

**Mediation/Confrontation Skills**

1. Consistently confronts policy violations in a constructive manner.
2. Effectively mediates moderate and difficult roommate disagreements.
3. Exhibits self-respect and respect for others.
4. Functions without the need for constant reassurance from others.
5. Demonstrates assertive behavior, but not aggressive behavior.

Comments:

**Communication**

1. Respectfully communicates within the staff (both building and entire staff), and with residents.
2. Effectively employs several different means of communicating with fellow RAs, residents, and supervisors.
3. Writes or speaks clearly when articulating ideas and/or needs to his/her supervisor as an employee.
4. Not only communicates resident needs, but demonstrates various ways those needs are being met to a supervisor.

Comments:

**Counseling/Healthy Behavior**

1. Basic counseling skills – not only how to refer, but how to talk to a student in times of crisis.
2. Comfortable to assist in major crisis, and able to accurately brief an on-duty professional staff when called in to a crisis situation.
3. Articulates and demonstrates how to balance school, work, and social lives.
4. Completes Health & Safety Inspections appropriately and effectively.

Comments:

**Problem Solving/Critical Thinking**

1. Actively attempts to solve minor situations without involving the central staff (hall directors, area coordinators or director), using knowledge of policy and past situations.
2. Acts within the RA staff to effectively solve issues related directly to the job (i.e. duty schedules, disagreements with policy, etc.)
3. Advises peers on potential solutions to problems, being available and open to new staff and students alike.

Comments:

**Administrative Responsibilities**

1. Attends meetings and completes contract responsibilities (submitting paperwork, completing admissions requirements, assisting with commencement, etc.)
2. Completes paperwork accurately and promptly.
3. Follows up with residents in regards to administrative tasks. (i.e. judicial documentation, health and safety inspections, completing paperwork, etc.)

Comments:

**Appreciation of Diversity**

1. Programs toward a diverse population of students in community building efforts.
2. Identifies non-traditional diversity and social justice issues that students face on campus today.
3. Holds other staff accountable to a standard of inclusion.
4. Able to understand/articulate personal identity’s impact on diversity issues.

Comments:

**Ethical Behavior**

1. Develops a personal sense of ethics and morality within his/her own identity.
2. Participates in positive role modeling for his/her community.
3. Demonstrates willingness to scrutinize personal values.
4. Articulates how personal values can enhance or impede developing community within his/her floor or staff.

Comments:

**Community Building**

1. Listens to and considers others’ points of view on their team.
2. Seeks the involvement of others in building community.
3. Identifies residents by first and last name, as well as linking various residents via common interest by the first six weeks.
4. Effectively uses the programming model to building community on his/her floor.
5. Completed all programming requirements for the semester.

Comments:

**Two Strengths Demonstrated in the current semester:**

1.
2.

**Two Goals/Areas of Improvement for the upcoming semester:**

1.
2.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Resident Assistant Signature Date*

*Acknowledging review of Evaluation*

**RA Comments:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Area Coordinator/Hall Director Signature Date*

*Acknowledging review of Evaluation*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Director of Housing & Residence Life Date*

*Acknowledging review of Evaluation*