



PERFORMANCE MANAGEMENT & DEVELOPMENT

EMPLOYEE PROFILE			
Name		Current Position/Title	Initial Hire Date with MBC
EDUCATION:			
Dates	Degree	Major	School/Location (City & State)
TRAINING/DEVELOPMENT:		AWARDS/RECOGNITION:	
Dates	Description	Dates	Description
WORK EXPERIENCE (Start with most recent and do not include current MBC position):			
Dates	Position/Title	Business/Location (City & State)	
INTEREST IN OTHER MBC POSITION(S): Yes No			
If Yes, be specific:			



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Goals & Objectives for the Year of: _____ Employee Name: _____ Date: _____

GOAL ALIGNMENT (Identify specific MBC goal alignment)	PERFORMANCE OBJECTIVES Performance Goals and Objectives include Goal Attainment and Milestones that are (S.M.A.R.T.): S – Specific M – Measurable A – Achievable R – Relevant T – Timed	MID-YEAR STATUS: <u>EG</u> = Exceeded Goal <u>CG</u> = Completed Goal <u>OT</u> = On Target <u>BT</u> = Behind Target <u>MG</u> = Missed Goal <u>SG</u> = Stopped Goal <u>NG</u> = New Goal	COMMENTS FOR MID-YEAR REVIEW	YEAR-END STATUS: <u>EG</u> = Exceeded Goal <u>CG</u> = Completed Goal <u>OT</u> = On Target <u>BT</u> = Behind Target <u>MG</u> = Missed Goal <u>SG</u> = Stopped Goal <u>NG</u> = New Goal	COMMENTS FOR YEAR-END RESULTS
1) Support the Ministry					
2) Drive Department Excellence					
3) Improve MBC Image					
4) Support Church Growth					
5) Support Financial Growth					



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Continuous Improvement for Year: _____ Employee Name: _____ Date: _____

PERFORMANCE SUMMARY: Performance & Development Highlights and Misses			
SUCCESS ATTRIBUTES:		RATING: *Excels *At Standard *Needs Development *N/A (Not Applicable)	
1)	Ministry Focus/Perspective		
2)	Commitment to Position		
3)	Dependable		
4)	Teamwork		
5)	Inspires Others		
6)	Self Development		
7)	Strategy Development & Execution		
8)	Managing & Improving Processes		
9)	Performance & Results		
10)	Coaching & Development		
STRENGTHS:		DEVELOPMENT NEEDS:	
DEVELOPMENT PLAN:		Timing (Specific Dates)	MID-YEAR STATUS: <u>EG</u> = Exceeded Goal <u>CG</u> = Completed Goal <u>OT</u> = On Target YEAR-END STATUS: <u>BT</u> = Behind Target <u>MG</u> = Missed Goal <u>SG</u> = Stopped Goal <u>NG</u> = New Goal