



VETERANS ASSISTANCE COMMISSION OF COOK COUNTY

**Cook County Juvenile Detention Center
1100 S. Hamilton C-011 (Lower Level)
Chicago, Illinois 60612**

Part 1 – Review

Purpose of Position:

(330 ILCS 45/10) (from Ch. 23, par. 3090)

Sec. 10. Superintendents and counties.

(a) The executive powers of the Commission shall be vested in a superintendent selected or appointed by a vote from a majority of the full Commission membership and who shall have received an honorable discharge from the armed forces of the United States.

• Priorities and objectives for this rating period:

To measure an individual's performance in relation to his or her goals, expectations and aspirations for self-improvement, as well as to gauge the broader objectives of the organization.

1. Comments regarding how the employee fulfilled the purpose of the position during this review period:

2. Comments on how the employee addressed the priorities of and met established objectives during this review period:

3. Comments on personal attributes (Examples – Integrity, reliability, being a good team player, clear oral and written communication skills, effective listening, willingness to learn; If in a leadership position also consider how well the employee set clear goals and expectations for subordinates, how well she/he set a good, positive example, how well the work-team met the needs of its customers):

4. Summary comments and feedback – Use this section to summarize key successes, identify opportunities to improve, and/or express overall performance satisfaction or dissatisfaction:

Employees Comments



Employee Signature

Date

Reviewer Signature

Date

Co-Reviewer Signature

Date

Part 2 – Performance planning for the next review period

Priorities, objectives, and developmental goals for the next rating period, which will cover the following dates:

Instructions: Employee will complete this form prior to the next meeting after the review date; the reviewer (or designated reviewers) will meet with and discuss the employee's input. Employee and reviewer(s) will agree upon objectives, revise as needed, and then date and sign a final draft.



Employee Signature

Date

Reviewer Signature

Date

Co-Reviewer Signature

Date