

Director Evaluation

Westchester Library System

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Why Are you Evaluating?

Reasons why:

- Motivate the Director
- Communicate issues and problems
- Create agreed upon expectations
- Identify areas of concern
- Obtain feedback
- Insure sound management
- Salary Adjustment
- Everyone says we should

Evaluation Errors

- Evaluating the Director as subordinate
- Using evaluation as disciplinary or dismissal method
- Focusing on minutia
- Remembering only recent events
- Not noticing long term trends
- Emphasizing mistakes
- Past Oriented

What Do Most Boards Evaluate?

- Behavior Traits
- Job Description
- Objectives
- Collection Management
- Community Relations
- Board Relations
- Staff Popularity
- Board Popularity

What Should you be Evaluating

- Is your Library providing quality service to your community?
- Is your library following Plan of Service
- Is your Library functioning organizationally
- Is your Library well respected in the community?
- Plan for the future growth of the library
- Library Board

Mid-Hudson Model

- Key Question: Are you pleased with the functioning of your library
- How do you want the Director to feel at the end of the process?
- Director as partner
- Depersonalize
- Health of the Organization
- Future oriented

Issues about the Process

- Full Board or Executive Committee or Personnel Committee
- To ask for Director Self evaluation
- Input from Staff or patrons?
- How do you want the Director to feel at the end of the process?

Resources

- <http://midhudson.org/trustee/personnel/main.php>
- [http://midhudson.org/trustee/eval form.doc](http://midhudson.org/trustee/eval_form.doc)