

Vilna & District Municipal Library Board Policy Manual

APPENDIX F
Goal Setting Questionnaire
(Policy 502)

To be completed in conjunction with Performance Appraisal

Name: _____ Date: _____

Position: _____

Please take time to answer the following questions. Be as honest as you can giving each item serious thought.

What do you like most about your job?

What do you like least about your job?

What is most important to you in your current position?

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Complete the following sentence: "If I were the Board Chairperson I would...."
(List changes you would make)

List some personal goals you will strive to accomplish in the upcoming year (these should be related to your Library position)

1.

2.

3.

4.

5.

6.

Indicate what training you feel you need to become more effective at your job?

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Identify any areas of improvement you see in yourself and a method of correction.

List what you see are your strengths, as they are related to your job?

Employee

Chairperson
Marion Vinette