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|  **Sportable Career Development and  Performance Improvement Plan** |
| **Employee Name:** **Supervisor Name:**  |
| **Employee Position:** **Supervisor Name:** |
| **Performance Summary:** *Discuss performance on major job responsibilities and behaviors**including but not limited to quality and accuracy of work, accomplishments, ability to meet established goals and deadlines, communication skills, collaboration skills and teamwork, and problem identification and solving skills.**Supervisors, add comments in BLUE.* |
| **Professional Development Plan:** *Identify strategies and set goals that address* * *soft skills to improved (e.g. time management, interpersonal communication, leadership skills)*
* *hard skills to be mastered (e.g. project management, database, public speaking)*
* *knowledge to be gained (e.g. specific sports program, program evaluation)*

*Supervisors, add comments in BLUE.* |
| **Other Remarks:** *Supervisors, add comments in BLUE.* |

*The employee’s signature does not imply agreement with supervisor relative to ratings; it indicates only that the employee has had an opportunity to discuss this review with his or her supervisor.*

**Employee’s Signature:**

**Supervisor’s Signature:**