



COMMUNITY HUB

Employee Performance Review

EMPLOYEE INFORMATION	
Name TIANA MARTIN	Employee ID
Job Title	Date
Department	Manager
Review Period	

RATINGS	1 = Poor	2 = Fair	3 = Satisfactory	4 = Good	5 = Excellent
Job Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments					
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments					
Attendance/Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments					
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments Create new workshops.					
Communication/Listening Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments					
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments					
Overall Rating (average the rating numbers above)					

EVALUATION	
ADDITIONAL COMMENTS	Resourceful
GOALS (as agreed upon by employee and manager)	- Creating new programs - Substance abuse. - Training teens. - Meet in Toronto - Spring Board.

VERIFICATION OF REVIEW	
By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.	
Employee Signature Tiana Martin	Date June 14/23
Manager Signature	Date

Self-Evaluation Form

Employee Name: Taina Martin

Job Title: Community HUB

Date: June 06-13

Please complete the following information to help prepare for your performance review. Use the spaces provided to include appropriate comments about your job and your performance.

1. What do you consider to be the top three to five priorities of your job as you understand them?
 1. Connecting Clients referred to Community HUB in a timely manner preferably before next court date.
 2. Making sure Nan-Legal staff are comfortable and familiar with the programming that HUB offers and training staff so that they are comfortable and confident in delivery the contents of the programs and with using the equipment.
 3. Addressing concerns and creating a safe environment for clients to feel comfortable to continue their growth and development with the programs we are offering.
 4. Connecting with other community partners to expand the services provided in our communities.
 5. Continuing to learn my role and develop my knowledge base so I can be competent programming.

2. What do you see as your greatest accomplishment or successful efforts since the beginning of your employment with Nishnawbe-Aski Legal Services Corporation?

Finding funding on 3 different occasions for Clients in the MJBH department.

3. In what area or areas would you like to gain more experience, training or education?

I am eager to see the communities.

Leadership training.

More time to learn the layout of the programs.