

360 Degree Feedback Form - Team Leader

This form is to provide 360 degree feedback to **the Team Leader, [name]** on areas critical to the success of CIASS.

This form will be filled by the CIASS team members and leader (including self-review) who were in **[country]** for the trip ending **[date]**. It is important that you provide thoughtful and candid feedback **supported by specific examples**.

This feedback is anonymous and is automatically summarized. The program manager will share this summary with the **grantor** Project Officer as needed for purposes of individual reviewer/leader/officer development.

Question 1.

What is your role in CIASS?

Required.

<input type="radio"/>	Grantor member
<input type="radio"/>	Team Leader
<input type="radio"/>	Team member (and NOT team leader)
<input type="radio"/>	Other: <input type="text"/>

Question 2.

What is the name of the team leader for your group?

Required. Limit response to 150 characters.

Question 3.

How many days did you interact with the team leader? If you are the team leader, choose 'everyday'.

Required.

<input type="radio"/>	Everyday
<input type="radio"/>	Half or more days of their visit
<input type="radio"/>	More than a quarter but less than half of their visit
<input type="radio"/>	Less than a quarter of their visit
<input type="radio"/>	Other: <input type="text"/>

Question 4.

Overall, how would you evaluate the leadership/guidance provided by the team leader?

Required.

<input type="radio"/>	Outstanding
<input type="radio"/>	Excellent
<input type="radio"/>	Good
<input type="radio"/>	Average
<input type="radio"/>	Poor
<input type="radio"/>	Don't know

COMPETENCY DOMAIN I: LEADERSHIP

Competency: *Demonstrates sound leadership skills and behavior that fosters an environment of trust with the team, **international partner, local grantee, and local clinical sites.***

Question 5.

How strong is the team leader on each of the following attributes?:

Required.

	Strong	Proficient	Needs Development	Not Applicable	Don't Know
Adheres to legal and regulatory standards					
Develops external relationships					
Champions solutions and encourage decision making					
Fosters an environment of mutual trust					
Considers impacts and consequences of decision making in situations both internal and external					
Anticipates and plans strategies for overcoming obstacles					

	Strong	Proficient	Needs Development	Not Applicable	Don't Know
Promotes continuous organizational learning/improvement					
Lead and provide support/guidance to consultant reviewers					
Able to answer reviewer questions and provide guidance					
Provides appropriate feedback to reviewers that helped the assessment go smoothly.					
Checks-in with team members to confirm status of the review on a daily basis.					
Identifies those issues that required handling in a sensitive manner.					

Question 6.

Additional Comments:

Limit response to 300 characters.

300 characters remaining

COMPETENCY DOMAIN II: ORGANIZATIONAL CLIMATE & CULTURE

Competency: *Promotes organizational vision, values, and ethos.*

Question 7.

How strong is the team leader on each of the following attributes?:

Required.

	Strong	Proficient	Needs Development	Not Applicable	Don't Know
Develops effective relationships in support of the organization’s mission, vision and strategic plan					
Encourage a high level of commitment to the purpose and values of the organization					
Hold self and others accountable for organizational goal attainment					
Delivers a clear overview of the CIASS process and review expectations in the entrance conferences					
Gain client’s buy-in to accept risk and support new approaches					
Encourages teamwork					
Values and supports diversity					

Question 8.

Additional Comments:

Limit response to 300 characters.

300 characters remaining

COMPETENCY DOMAIN III: ORGANIZATION AND COORDINATION

Competency: *Demonstrates organizational and coordination skills*

Question 9.

How strong is the team leader on each of the following attributes?:

Required.

	Strong	Proficient	Needs Development	Not Applicable	Don't Know
Coordinate/confirm daily logistics for team as needed					
Facilitates meetings that were helpful to the assessment and the team process.					
Present portion of entrance meeting/exit conference presentation					
Assure completion of sign in sheets for all meetings					
Compile and finalize (with grantor review) team's final debrief presentations					
Ensures full team review of powerpoint presentation for the final debriefing before final delivery.					

	Strong	Proficient	Needs Development	Not Applicable	Don't Know
Complete report assignment/timeline document with grantor input and return to program manager					

Question 10.

Additional Comments:

Limit response to 300 characters.

300 characters remaining

Questions or Comments?

Contact [name] at [\[e-mail address\]](#)