

Fresh Focus: Performance Evaluations

March 25, 2026

IL T&TA

Independent Living
Training & Technical Assistance Center

Before We Begin

ASL & Spanish Interpreters are available and labeled.

Access Closed Captioning by clicking the CC button located at the bottom of your Zoom window.

Use Zoom's Raise Hand or Chat features to ask questions.

Use the Q&A box to send us your questions at any time.

Remember to state your name and organization before speaking.

Message our IL T&TA team using the Chat feature if you have difficulties with today's call.

Please complete the survey at the end of today's training.

Today's Agenda –

Key Takeaways:

- Apply principles of the IL philosophy to guide meaningful performance feedback.
- Recognize performance evaluations as opportunities for growth, reflection, and collaborative dialogue between staff and supervisors.

Learn & Share Format:

- Peer Content
- Peer Discussion

Overall Goal:

- Let's learn with and from each other!

Presenters

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In Practice: RAMP (Regional Access & Mobilization Project, Inc.) Disability Resources & Services

RAMP's **mission** is to build an inclusive community that encourages individuals with disabilities to reach their full potential.

- Serve 1,000+ individuals annually across four counties
- Team of 45 employees
- Provide 25,000+ hours of community action & advocacy each year
- Deliver the five core IL services
- Expanded programming in youth transition, employment services, and community-based education & training

Introduction to Performance Evaluations

- Performance evaluations are a structured opportunity for reflection and growth
- Grounded in the **IL Philosophy**
- Promote consistency, accountability, and transparency
- Focus on outcomes, expectations, and professional development
- Serve as the capstone of ongoing supervision and coaching

Why Evaluations Fail



- Expectations are unclear or inconsistent across supervisors
- Feedback is delayed, avoided, or softened
- Evaluations are treated as a one-time event
- Compensation overshadows development
- Accountability is uneven or absent

IL Philosophy & Leadership

The Independent Living Philosophy should **shape how we lead** – not just what we do.

Performance feedback should reflect **dignity, clarity, and share expectations**

*Consistent accountability
supports autonomy, equity,
and trust.*

Introducing the Year-in-Review + Individual Development Plan (IDP)

The Year-in-Review is a structured tool for consistent performance conversations.

- Aligns evaluations with role expectations and outcomes
- Balances results, behaviors, and professional growth
- Creates a shared framework for reflection and accountability
- Supports two-way feedback between staff and supervisors

Structure of the Year-in-Review & IDP Tool

Goal of the Process



- Reflect on the past year
- Plan intentionally for the year ahead
- Support career growth at RAMP — and beyond

How It Works

- Employee and supervisor complete separate sections
- Exchange forms in advance
- Engage in a structured, in-person conversation

Structure of the Year-in-Review & IDP Tool (cont.)



Employee First

- Career Interests Worksheet
- Short-term (1–2 year) & long-term (3–5 year) interests
- Reflection (enjoyed / frustrated)
- Draft IDP commitments

Individual Development Plan (IDP)

- 2–5 SMARTER professional development goals
- Behavioral and outcome-based priorities

Supervisor Feedback

- Strengths & accomplishments
- Growth areas
- Expectations for the upcoming year

Structure of the Year-in-Review & IDP Tool (cont.)

Shared Accountability



- Joint review & signatures
- Submitted to HR
- IDP tracked throughout the year (ROWE Results)

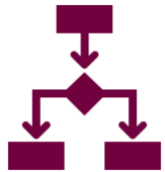
Implementation & Timing



Clear communication and training is essential.

- Training **begins with leadership**, followed by supervisors, then staff
- Establish **shared language and expectations** before rollout
- Performance conversations **occur year-round during coaching**
- The Year-in-Review tool **serves as the framework** for annual evaluation reviews

Results Only Work Environment (ROWE) as the Foundation



- Performance is **measured by outcomes**, not activity
- Expectations are **clear and visible**
- **Ownership of results exists at every level**
- when **accountability is consistent**

What Makes This Work

Radical Candor

- Care personally. Challenge directly.
- Clear, specific, respectful feedback — practiced year-round.

Coaching

- Protected 1-on-1 conversations.
- Address barriers, name strengths, clarify expectations.
- Evaluations should never feel like a surprise.

Accountability & ROWE

- Shared standards and consistent follow-through.
- Focus on outcomes, ownership, and transparency.

Culture & Buy-in

*Culture determines whether
tools succeed or fail.*

- Each organization has a unique culture and level of readiness
- **Buy-in is required at all levels,**
starting with leadership
- This approach is not plug-and-play; progress happens in stages

Resources for Additional Guidance

- <https://www.radicalcandor.com/>
- <https://www.gorowe.com/services/gorowe>
- <https://hr.mit.edu/learning-topics/leading/articles/what-is-coaching>

Your Experience Matters

Recording has stopped – now it's time to share.

Ways to Engage:

- Raise your hand to be spotlighted to speak
- Turn on your camera if you're comfortable
- Use the chat to share insights, questions, resources, or tools
- React, reflect, or build on what others say
- Share real challenges or successes from your CIL

Let's turn ideas into action — your voice is the most valuable part of this session.

Evaluation

Thank you for participating in today's Learn and Share.

Your feedback is important and helps us plan future training.

Please use the link in the chat to share your feedback.

[Evaluation Link:](#)



Upcoming Events to Join Us On!

- [Ask Anything](#) – April 9, 2026, 3 PM ET
- [Learn & Share – Sustaining Community Partnerships Skills & Strategies](#)– April 22, 2026, 3 PM ET
- [Cohort: SILC 101 - Roles, Responsibilities, and Foundations of Effective Councils](#) - March 31, April 7 & 14, 3 PM ET
- [Cohort: Leveraging Resources During Times of Scarcity](#) – April 28, May 5 & 12, 3 PM ET

How to Connect with Us!

Website: <https://tinyurl.com/ILTTACenter>

Request training and / or technical assistance (expert help for your organization): fill out a form on our website to let us know how we can help.

Call: 406-243-5300 and someone will get back to you as soon as we can.

Sign-Up for Events & Announcements:



Visit our website to sign up for updates about live training, group technical assistance, new publications, and other happenings around the Center.

IL T&TA Center Attribution

IL T&TA

Independent Living
Training & Technical Assistance Center

This project is on assignment through contract with the Administration on Disabilities, Administration for Community Living, Health and Human Services.

About the IL T& TA Cent

The Independent Living Training and Technical Assistance Center (IL T&TA Center) is available to you through a contract with the US Department of Health and Human Services.

The IL T&TA Center provides expert training and technical assistance to CILs, SILCs, and DSEs.

The Center is operated by the University of Montana's Rural Institute for Inclusive Communities.

