

**Upperclassman
CADET EVALUATION**

VTCC Form
9JAN 06
Revision

NAME: _____ Cadet Rank _____
 Company ____ Plt ____ Sqd ____ (or Staff ____)
 Evaluated Position: _____
 From: _____ to _____
 Evaluator _____ Date _____

ROTC:
 ___ Army
 ___ Navy
 ___ Air Force
 ___ Corps Only

A Leader... Communicates effectively Takes charge of a situation Solves Problems in an efficient and effective manner while looking after the welfare of the team	Leadership					
	Dimensions	Not Observed	Unsatisfactory	Needs Improvement	SAT	Excellent
	ORAL COMMUNICATIONS					
	WRITTEN COMMUNICATIONS					
	ADHERENCE TO STANDARDS					
	INITIATIVE					
	INFLUENCE					
	PROBLEM ANALYSIS					
	PLANNING & ORGANIZING					
	JUDGMENT					
	DECISIVENESS					
	TECHNICAL COMPETENCE					
	DELEGATION					
	ENFORCEMENT of STANDARDS					
	MISSION ACCOMPLISHMENT					
	SENSITIVITY					
	FOLLOWERSHIP					
	PT Test Information	Most Recent Test Date _____ PASS _____ FAIL _____				
	Overall Evaluation: SATISFACTORY UNSATISFACTORY Circle One (An UNSAT evaluation may not be credited toward Leadership Minor requirements)					

Summary of cadet strengths & weaknesses with suggestions for improvement:

Evaluator signature _____

I acknowledge being counseled on this evaluation: _____ **Cadet**

Signature

Name and position of Reviewer: _____

I concur ____ ; I do not concur ____ with this evaluation; Comments are mandatory if non-concurrence.

Reviewer Signature _____

Instructions for the Evaluation of Upperclass Cadets. All Upperclassmen will be evaluated at the end of each semester or upon termination of a leadership, for whatever cause, whichever occurs first. Team Ldrs will be evaluated by Squad Ldrs and reviewed by Plt Sgts. Squad Ldrs will be evaluated by Plt Sgts and reviewed by Plt Lrs. Plt Sgts will be evaluated by Plt Ldrs and reviewed by Company COs. 1st Sgts will be evaluated by Company COs and reviewed by Bn Cdrs. At the end of the Red Phase, company cadre who are not in leadership positions, per se, will be evaluated by Company XOs and reviewed by Company COs. Plt Ldrs will be evaluated by the Company COs and reviewed by Bn Cdrs. Company XOs will be evaluated by Company COs and reviewed by Bn XOs. Company COs will be evaluated by Bn Cdrs. and reviewed by the Regt. Cdr. Primary Staff Officers at Bn and Regt level will be evaluated by the respective XO and reviewed by the CO. Staff NCOs will be evaluated by their Primary Staff Officers and reviewed by the Staff Executive Officers. Bn XOs will be evaluated by Bn Cdrs and reviewed by the Regt XO. Evaluations will normally be completed shortly after the Regimental Change of Command which occurs at semester's end. All evaluations of cadets at Bn level will be turned into Deputy Commandants. Evaluations of cadets on Regt staff will be submitted to the Commandant.

Leadership Dimensions - Definitions of Excellence

Oral Communication: Conveys ideas and feelings concisely; uses language and gestures suited to the audience and the situation; inspires people's interest and attention; has good command of the English Language; recognizes when misunderstandings occur; resolves them in a positive team-building manner; a good listener; makes appropriate notes; can inform others about what was said or done, in detail; well-prepared and rehearsed; enthusiastic, confident delivery; answers questions with clarity.

Written Communication: Writing is legible, well-organized, concise with the main point clearly understood; good command of the English Language, logical thoughts, well-supported by facts or data when appropriate.

Adherence to Standards: Understands and personally upholds federal, state and local laws along with university and Corps policies, regulations and orders; seeks clarification of standards to ensure compliance; does not relent to peer pressure; role model in executing all duties while complying with standards and instructions.

Initiative: Originates ideas or actions; willing to use new methods; anticipates problems which may impact on the mission or task at hand. Acts in the absence of guidance; provides the impetus for solving problems; excels in a fluid environment; makes the team excel.

Influence: Inspires confidence, sets the example, clearly wins the support of other followers; takes action to make things happen in a positive and team-building manner.

Problem Analysis: Encourages and makes smart use of input from others; can assess problems accurately, identifying cause & effect; seeks out pertinent data; does not jump to conclusions. Works well up the chain when problem must be solved there.

Planning and Organizing: Plans are well-focused on desired outcome, are logical, appropriately simple and clearly would accomplish the mission; thoroughly addresses likely contingencies; flexible; evidence of good preparation or rehearsals when appropriate; Adheres to and enforces "1/3 - 2/3 rule"; makes smart use of resources; coordinates with units up and down the chain and units left and right.

Judgment: Considers carefully the consequences of decisions; conducts an analysis of advantages and disadvantages of each course of action; makes good use of available information; has good common sense; acts for the benefit of the team.

Decisiveness: Drives events; acts logically and confidently; stands firm in his decisions but not afraid to recognize a better idea and incorporate it into his own. Accepts responsibility, passes credit to others; shoulders blame.

Technical Competence: Often sought out by peers for his or her advice. Knows the elements of the job at hand. Makes himself the expert by study and diligence.

Delegation: Delegates authority; retains & fulfills responsibility; makes good use of members of the team; gives team members appropriate latitude; distributes work to enhance team efficiency.

Enforcement of Standards: Enforces statues, laws, polices, regulations and orders with cadets in chain of command and throughout Corps; does not relent to peer pressure to let infractions pass; utilizes all facets of leadership to communicate standards and hold violators accountable for infractions; consistent, stern, yet compassionate in upholding standards.

Mission Accomplishment: Gets tasks done in an appropriate manner; fulfills commander's intent; makes wise use of resources.

Sensitivity: Achieves a good balance between mission and personal need of team members; praises in public, criticizes in private, constructively; cares for safety, well-being, and feelings of others.

Followership: Contagious positive attitude; volunteers; makes a difference for the team; willing to accept the tough jobs - even on short notice; does more than his or her share without thought of reward.