

Self Evaluation “How are we doing as a Management Committee”

	Areas which are important to ensure an effective management committee	Very Good (5)	Good (4)	Average (3)	Fair (2)	Poor (1)
1	I know and understand the responsibilities of being a board member					
2	I know and understand my role on the committee					
3	I have been given an induction or welcome pack about the committee and the organisation					
4	I have had or will be having relevant training					
5	I know who to ask if I do not understand something about my role					
6	I am clear about the mission and aims of the organisation					
7	I have seen and understand the business plan					
8	As committee we have been involved in developing the strategy of the organisation					
9	At meetings we make policy related decisions that then guide the way that the staff carry out operational duties					
9	I understand the written information that I am given by other members or the staff					
10	The process of conducting meetings is very clear to me					
11	I am given the agenda and any related papers before the meeting					
12	I feel able to speak out in the meetings					
13	I feel able as a board member to represent the organisation to the external community (funders etc)					
14	I feel that this committee has a diverse range of members					
15	I feel that this committee has a wide range of skills					
16	We regularly review how we are doing					

How to use this grid:

- Tick the boxes that you feel best represent what you think
- Look through the grids as a group focusing in particular on the areas that you think are fair or poor
- Now come up as a group with 5 areas that you think that you should tackle to improve the way that you work as a management committee over the next year

1	
2	
3	
4	
5	