UCAR POSTDOCTORAL FELLOW/RESEARCHER
PERFORMANCE APPRAISAL AND PLAN

Instructions: The Appraisal and Conflict of Interest Statement are completed in the last three months of each one-year term period by employee and supervisor. to provide feedback on performance and to support research and career development planning. An updated Conflict of Interest Statement should be attached as well as other supplemental information for the Appraisal. Please send the signed Appraisal and Conflict of Interest Statement to Human Resources.

NAME: HOME LAB/PROG:

RESEARCH AREA:

PART A: EVALUATION OF ACTIVITIES  (to be completed by Fellow/Researcher)
Goals Assessment - Please describe your goals for the past year, and provide a self-assessment of how well you think you have met those goals. Identify any unusual problems you have encountered that have slowed your progress toward those goals.

1. Research Activities – List major research project(s) in which you have been involved. Include the significance of the project(s), your collaborators and their university or organization and provide a self-assessment of your performance during the past year.

2. Publications
   1. Refereed - For each article submitted for publication, please provide a) the full title, b) the complete author list as it appears with the article and c) the submission date and the status of the article (submitted and undergoing review, accepted pending revision, in press, published, or rejected).

   2. Non-refereed - For each unrefered article (e.g., conference preprints, technical reports, workshop proceedings, please provide the same information listed above.

3. Scientific Presentations - List talks or seminars given. Include a) the title, b) where the presentation was given, and c) the date. (Do not include internal research reports.)

Form-April 2013
4. **Service Activities** - Describe your activities in areas such as in NCAR service projects, SOARS, mentoring, participation on NCAR or outside planning committees, etc.

**PART B: PLANNING** (to be completed by Researcher/Fellow)

After consulting with your supervisor and meeting with your mentor, describe within one page your research/work plans for the coming year. Where possible, identify specific goals you plan to achieve or undertake, resources needed and the proposed timeline. These goals may be general (e.g., to learn more about a science topic) or specific (e.g., to finish a particular project and submit the results for publication).

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<th>Research Plan:</th>
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<td>Specific Goal</td>
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**PART C: COACHING AND DEVELOPMENT** (to be completed by Supervisor)

Provide a summary of the overall performance during the review period and comments on the research/work plan.

**OVERALL PERFORMANCE:** Please check one of the two ratings noted below:

- Performance Meets or Exceeds Job Requirements
- Performance Does Not Meet Job Requirements

**Employee Comments:**

I have had the opportunity to read and discuss this appraisal with my supervisor. (Signature does not imply agreement or disagreement.)

Employee Signature: __________________________ Date: __________

Appraisal Completed by (Supervisor): __________________________ Date: __________

Approved by Laboratory or Program Director: __________________________ Date: __________