**Executive performance and development agreement and assessment 2022-23**

**Name:**

**Agency:**

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| **Agreement** | Signed  [Insert name]  [Insert title]  Date: | Endorsed  [Supervisor name]  [Supervisor title]  Date: | Supervisor’s comments | Approved  [Name]  [Chief Executive Officer or delegate]  Date: |
| **Mid-year review** | Signed  [Insert name]  [Insert title]  Date: | Approved  [Supervisor name]  [Supervisor title]  Date: | Supervisor’s Comments | |
| **End of year assessment** | Signed  [Insert name]  [Insert title]  Date: | Endorsed  [Supervisor name]  [Supervisor title]  Date: | Supervisor’s comments | |
| **Final recommendation and approval** | Assessment/comments | | Approved  [Name]  [Chief Executive Officer or delegate]  Date: | |
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**Self-assessment ratings: Limited –** Partially meets expectations; **Sound –** Meets expectations; **High –** Far exceeds expectations

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| **1. Whole-of-government leadership and collaboration; stewardship of the sector** (collaboration to deliver benefits across the public sector)  Your CEO/supervisor will address this Objective in their PDA. Consider how you will support them in collaborating with key stakeholders in all sectors to deliver outcomes. | |
| **High Performance Outcomes:** *(tailor these examples, and add role-specific outcomes)*  **Examples:**   * consult and collaborate on cross-cutting initiatives or actions * actively support and sponsor place-based approaches to policy and service delivery challenges | |
| **Evidence:** *(insert points in relation to your role)* | |
| **Mid-year review comments:** | **Mid-year review self-assessment:**  High  Sound  Limited |
| **End of year achievements:** (include evidentiary sources)  What:  How: | **End of year self-assessment:**  High  Sound  Limited |

**Self-assessment ratings: Limited –** Partially meets expectations; **Sound –** Meets expectations; **High –** Far exceeds expectations

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| 1. **2. Organisational priorities** (Performance for own agency) 2. This is about agency specific delivery of priorities in line with agreed vision, strategy and planning | |
| **High Performance Outcomes:** *(tailor these examples, and add role-specific outcomes)*  **Examples:**   * delivery of strategic priorities set out in the agency Strategic Plan * key projects delivered | |
| **Evidence:** *(insert points in relation to your role)* | |
| **Mid-year review comments:** | **Mid-year review self-assessment:**  High  Sound   1. Limited |
| **End of year achievements:** (include evidentiary sources)  What:  How: | **End of year self-assessment:**  High  Sound   1. Limited |

**Self-assessment ratings: Limited –** Partially meets expectations; **Sound –** Meets expectations; **High –** Far exceeds expectations

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| **3. Organisational financial management** (Performance for own agency)  This is about agency specific sustainable financial outcomes and maximised public value | |
| **High Performance Outcomes:** *(tailor these examples, and add role-specific outcomes)*  **Examples:**   * effective workforce planning * a high standard of practice in governance and risk management * continuous productivity improvements | |
| **Evidence:** *(insert points in relation to your role)* | |
| **Mid-year review comments:** | **Mid-year review self-assessment:**  High  Sound   1. Limited |
| **End of year achievements:** (include evidentiary sources)  What:  How: | **End of year self-assessment:**  High  Sound   1. Limited |

**Self-assessment ratings: Limited –** Partially meets expectations; **Sound –** Meets expectations; **High –** Far exceeds expectations

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| 1. **4. Organisational leadership and culture** (Performance for own agency) 2. This is about fostering a high performing, customer centric workforce with an ethical and healthy workplace culture that reinforces trust in the sector | |
| **High Performance Outcomes:** *(tailor these examples, and add role-specific outcomes)*  **Examples:**   * build and support an agency culture that protects and promotes human rights * drive a culture of integrity by role modelling the highest standards of ethical behaviour * strengthen and mobilise the unique talents and capabilities of my team * champion employee mental and physical well-being, safety, inclusion and diversity, and the prevention of domestic and family violence | |
| **Evidence:** *(insert points in relation to your role)* | |
| **Mid-year review comments:** | **Mid-year review self-assessment:**  High  Sound   1. Limited |
| **End of year achievements:** (include evidentiary sources)  What:  How: | **End of year self-assessment:**  High  Sound   1. Limited |

**Self-assessment ratings: Limited –** Partially meets expectations; **Sound –** Meets expectations; **High –** Far exceeds expectations

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| **5. Personal development priorities** |
| Self-awareness is critical to understanding your strengths and development areas, and to recognise the impact on your and your team’s performance. Consider your development priorities through the lens of the [Leadership competencies for Queensland](https://www.forgov.qld.gov.au/leadership-competencies-queensland), and gain deeper insights into your leadership capability by participating in [LEAD4QLD](https://www.forgov.qld.gov.au/lead4qld-1).  You are encouraged to think beyond courses and conferences for your development. Experiences, particularly those that involve significant personal challenge, bring valuable learning opportunities. Mentoring is an exceptional development opportunity that can have system-wide impact. You may seek out a mentor for yourself, as well as offer to mentor an emerging leader. For more ideas and suggestions about fit-for-purpose learning and development opportunities, view [career development](https://www.forgov.qld.gov.au/employment-policy-career-and-wellbeing/career-development). |

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| **Development priorities**  ***Identify up to three leadership competencies as the focus for your development.*** | **Learning and development actions** | **Review**  ***When reviewing your development priorities, provide evidence of achieving/progressing your planned outcomes*** |
| **Example:**  **Fosters healthy and inclusive workplaces**   * build confidence and trust as a leader who respects and prioritises people’s wellbeing | **Examples:**   * have regular coaching conversations with my direct reports * lead positive change in my organisation by considering our Working for Queensland survey results * complete the Organisational leader modules in the online micro-learning program - [Everyday conversations for healthy minds](https://www.forgov.qld.gov.au/everyday-conversations-healthy-minds) |  |
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***Note – it is recommended that any other executives (including those from other agencies) who support you in delivering Queensland Government priorities are provided with the relevant information from this plan, to ensure their agreements link to your plan***

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| 1. **Executive overall comments:** |
| 1. **Supervisor overall comments:** |