



Clear Expectations Worksheet

For Job Role: _____

In Department: _____

ROLE MODEL (Unequaled Performance): "Sets the example for others."

~ Inspires practices and behaviors that drive organizational excellence. Consistently performs at the highest level of their job and sets the standard for others. Motivates peers through exceptional results, positive influence, and consistently demonstrating the organization's values and best practices.

Basic Examples: Instrumental in establishing aligned goals, monitoring progress, and driving results. Regularly participates in recognition and peer feedback sessions for mutual growth and development. Sees opportunities for improvement and leads the way in engaging others in the problem solving and implementation processes for diverse approaches and opinions. Demonstrates an innovative mindset and behaviors. Holds others accountable for inappropriate behaviors with a focus on their growth and development.

Specific job examples at Role Model level:

OUTSTANDING CONTRIBUTOR (Exceptional Performance): "Better than expected."

~ Goes beyond expectations. Regularly exceeds job requirements, shows initiative, and positively impacts the team, department, & customers with high-quality service, work & proactive behaviors.

Basic Examples: Demonstrates outstanding levels of effort, effectiveness, and judgement with limited or no supervision. Anticipates patient/customer/team member needs to deliver an elevated level of service. Frequently exceeds objectives and demonstrates a mindset of continuous improvement. Demonstrates outstanding self and social emotional intelligence.

Specific job examples at Outstanding Contributor level:

