

## NJROTC & NNDCC INSTRUCTOR EVALUATION

1. INSTRUCTOR NAME/RANK		2. DATE:		3. LAST EVALUATION:		4. SNSI <input type="checkbox"/>	5. NSI <input type="checkbox"/>	6. NNDCCI	
7. SCHOOL NAME:					8. AREA:		9. UIC:		
10. CURRENT PROBATIONARY STATUS: <input type="checkbox"/> NOT ON PROBATION <input type="checkbox"/> ON PROBATION									
11. SCHOOL OBSERVATION:									
A. Advance classroom preparation			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT	F. Instructor/cadet rapport			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT
B. Use of lesson plans			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT	G. Use of guest lecturers			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT
C. Documentation of lessons planned/taught			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT	H. Interpersonal relationships			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT
D. Use of multimedia computer/CPS			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT	I. Personal conduct			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT
E. Instructor techniques			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT	J. Navy funds directed to unit			<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT
12. EVALUATOR COMMENTS:									
NAME & TITLE OF EVALUATOR:			SIGNATURE:			DATE:			
13. NJROTC INSPECTOR OBSERVATION									
A. PROGRAM LEADERSHIP:	OUTSTANDING <input type="checkbox"/>	ABOVE AVERAGE <input type="checkbox"/>	SATISFACTORY <input type="checkbox"/>	NEEDS IMPROVEMENT <input type="checkbox"/>	UNSATISFACTORY <input type="checkbox"/>				
B. CADET MENTORSHIP:	OUTSTANDING <input type="checkbox"/>	ABOVE AVERAGE <input type="checkbox"/>	SATISFACTORY <input type="checkbox"/>	NEEDS IMPROVEMENT <input type="checkbox"/>	UNSATISFACTORY <input type="checkbox"/>				
C. USE OF INSTRUCTIONAL MATERIALS:	OUTSTANDING <input type="checkbox"/>	ABOVE AVERAGE <input type="checkbox"/>	SATISFACTORY <input type="checkbox"/>	NEEDS IMPROVEMENT <input type="checkbox"/>	UNSATISFACTORY <input type="checkbox"/>				
D. STAKEHOLDER RELATIONSHIPS:	OUTSTANDING <input type="checkbox"/>	ABOVE AVERAGE <input type="checkbox"/>	SATISFACTORY <input type="checkbox"/>	NEEDS IMPROVEMENT <input type="checkbox"/>	UNSATISFACTORY <input type="checkbox"/>				
E. PERSONAL APPEARANCE / GROOMING STANDARDS:			SATISFACTORY <input type="checkbox"/>			UNSATISFACTORY <input type="checkbox"/>			
14. ADMINISTRATION (UPDATED AND CURRENT):									
			YES	NO				YES	NO
A. JMIC			<input type="checkbox"/>	<input type="checkbox"/>	E. NIOT			<input type="checkbox"/>	<input type="checkbox"/>
B. GOOD TEACHER TRAINING			<input type="checkbox"/>	<input type="checkbox"/>	F. ADVANCED CERTIFICATION COURSES			<input type="checkbox"/>	<input type="checkbox"/>
C. CADET PROTECTION POLICY			<input type="checkbox"/>	<input type="checkbox"/>	G. DEGREE COMPLETION (NSI)			<input type="checkbox"/>	<input type="checkbox"/>
D. IN-SERVICE TRAINING			<input type="checkbox"/>	<input type="checkbox"/>					
15. COMMENTS AND GOALS: (SPECIFIC COMMENTS ARE REQUIRED FOR ANY GRADING OF "NEEDS IMPROVEMENT OR UNSAT". CONTINUE ON ADDITIONAL SHEET IF NECESSARY.)									
I HAVE SIGNED THIS REPORT AND I UNDERSTAND MY RIGHT TO SUBMIT A WRITTEN STATEMENT.									
NAME OF INSTRUCTOR: (REQUIRED ONLY IF "NEEDS IMPROVEMENT OR UNSAT" IS INDICATED)			SIGNATURE:			DATE:			
NAME OF AREA MANAGER: (CONCURRENCE UPON NSI EVALUATION SIGNED BY SNSI)			SIGNATURE:			DATE:			

**16. CONTINUATION REMARKS:**

A large, empty rectangular box with a black border, intended for the instructor to provide continuation remarks.

**NOTE: DO NOT SUBMIT THIS PAGE WITH EVALUATION**

Information for completing the NJROTC INSTRUCTOR EVALUATION:

1. The purpose of NJROTC INSTRUCTOR EVALUATION is to evaluate accurately and impartially the performance of the instructor (SNSI/NSI) in executing the Navy Junior Reserve Officers' Training Corps (NJROTC) Program.
2. The narrative may include comments concerning appearance; use of program curriculum and technologies; and any advanced education efforts since graduation from high school or college.
3. Subjective marking considerations:

	<b>“Outstanding”</b>	<b>“Above Average”</b>	<b>“Satisfactory”</b>	<b>"Needs Improvement"</b>	<b>“Unsatisfactory”</b>
<b>PROGRAM LEADERSHIP:</b> (Community service, school service, LA, BLT, SA, STEM, etc.)	Significant Program Support in Area Training, Hosting, and other highly visible initiatives	Participates in the various NJROTC Committees, BLT Staffing, hosting “Sanctioned” competitions	Operates well within the local school environment	Minimal participation in program extra and cocurricular activities.	Does not meet “Satisfactory” levels
<b>CADET MENTORSHIP:</b> (i.e. Proof of Cadet successes, promotions, scholarships, or college and career readiness)	Significant Program Support in STEM camps and other highly visible initiatives	Promotes SAT/ACT Training and higher education opportunities	Promotes improving Grades and Attendance within the local school environment	Minimal evidence of Cadet mentoring and providing opportunities	
<b>USE OF INSTRUCTIONAL MATERIALS:</b> (Echo360 system, textbooks and other curriculum items)	Mastered TPS Use, Capable of instructing others in classroom techniques, actively pursues additional education	Proficient with TPS, locally available technology, and instructional resources	Using TPS, available technology and instructional resources and effectively teaching the curriculum within the school	Minimal evidence of curriculum systems usage	
<b>STAKEHOLDER RELATIONSHIPS:</b> (Community and district leaders, administrators, other faculty, parents, Cadets, and other NJROTC Instructors)	Collaborates well with Community Leaders and School Board to enhance the NJROTC Program	Effectively communicates with host and feeder school guidance departments and parents to promote the Unit	Maintains a positive reputation with the faculty, Administrators, and other NJROTC Instructors and stakeholders	Minimal participation or significant issues coordinating with program stakeholders	
<b>PERSONAL APPEARANCE/ GROOMING STANDARDS:</b>			Presents themselves well in civilian attire and, when applicable, in NJROTC Program uniform meets grooming standards.		Does not maintain personal appearance

4. Upon completion of the INSTRUCTOR EVALUATION, the evaluator should sign and date and, if Grades of “Needs Improvement” and “UnSatisfactory” are assigned, the instructor being evaluated must sign and date to acknowledge the evaluation. Ensure all the appropriate fields are complete and accurate.
  - a. The SNSIs, as the Department Heads, evaluate the NSIs and the marks are reviewed and endorsed by the NJROTC Area Managers.
  - b. The NJROTC Area Managers evaluate the SNSIs.