

Expectation Setting Worksheet

"What"		"How, When, Where, How Well, and/or How Often"
Major Responsibilities <ul style="list-style-type: none">• Outcomes• Products• Goals• Priorities	Key Tasks <ul style="list-style-type: none">• Duties• Functions• Activities	Performance Expectations <ul style="list-style-type: none">• Standards of Performance• Evaluation Criteria• Meets Expectations