



## Mid-Year Touch Point

**Our Mission:** Connecting Our Community

**Our Vision:** In all that we do, we are committed to creating a more connected, sustainable, and equitable community

**Values:** Respect, Integrity, Innovation, Equity, Safety, Collaboration

**Employee:**

**Date:**

**Supervisor:**

**Department:**

**Purpose:** To create a collaborative opportunity for leadership and their team member to discuss their goals, challenges, milestones, and strategic objectives. Can be completed as often as necessary, or requested, throughout the year. To be concise with goals of employee development, relationship building, and clear communication.

**Employee's Connection to LTD's Mission, Vision and Values** – Highlight the employee's personal connections – tie in strategic objectives – to be a collaborative effort.

**Goals Update** – Provide update on goals identified in fiscal year initial touch point.

**Personal Strengths That Will Help Contribute to Your Success.** Strength Finders or recognized strengths.

**Is There Anything Holding You Back?** Determine barriers, consider other responsibilities – is the employee's plate too full?

**Do You Have Everything You Need to Be Successful?** Confirm the employee has all the resources needed to succeed – Set them up for success.

**Do You Enjoy This Type of Work?** Not all projects will be fun – collaborate on a strategy to keep the employee motivated, if needed.

**Do You Understand the Value This Work Provides?** Provide the "why" and highlight the value it will bring to the employee, the team, our customers and the district.

**Do You Have Any Feedback for Me?** Employee to provide management feedback to supervisor.