

# Hancock, Marsha

FY20 Annual Evaluation

6/1/19 to 5/31/20

Document Status Completed

Evaluated By Matishak, Deirdre

---

## Employment Details

Position	Job	16830.Digital Content Snr Manager.M3	
Location	US-NC-HOME 270-289	Department	606895 - J7P - Documentation Engineering - Screven
	Manager	BS, Gururaj	

---

## Overall Summary

	Manager
Overall Rating	Outstanding
Comments	Marsha continues to impress me, year after year. She has been instrumental in all the successes the digital content team has had. I consistently receive high praises about Marsha from stakeholders and members of her team. Whenever she is presented with a problem (or opportunity), she puts in the research to ensure the solution she comes up with is the best for the situation at hand. She provides continuous coaching to her team, enabling them to cross-train and fostering a collaborative team environment. She never hesitates to pitch in and help when needed - even doing some graphic work herself! I know I can count on Marsha to continue to lead her team

	to excellence and look forward to seeing her growth as a leader.
--	--

## Participant Feedback

Matishak, Deirdre

## Performance Goals

	Manager
Section Rating	Outstanding
Comments	Marsha's work over the last year has been amazing and I was so happy to be able to promote her from M2 to M3. Her growth as a manager has been stellar.

Develop a plan for Visio diagrams

Description  
Success Criteria

Start Date	2/26/20	Priority	Medium
Status	Completed	Completion Percentage	50
Target Completion Date	5/31/20	Actual Completion Date	3/31/20
Level		Category	
Related Link			
Comments			

	Manager
Comments	

### Develop skills that will propel me from M2 to M3

Description

Success Criteria

Start Date	6/1/19	Priority	Medium
Status	Completed	Completion Percentage	100
Target Completion Date	12/31/19	Actual Completion Date	
Level		Category	
Related Link			
Comments			

	Manager
Comments	

### Gain a better understanding of the self-publishing process

Description I want to know more about self-publishing. This would allow me to help UADs when they have questions that go beyond the creation of a visual asset.  
Possible avenues would be to take training developed for UADs or have one or two UADs walk me through their process.

Success Criteria

Start Date	6/1/19	Priority	Medium
Status	Not started	Completion Percentage	0
Target Completion Date	5/31/20		
Level		Category	
Related Link			
Comments			

	Manager
Comments	

## Competencies

	Manager
Section Rating	Exceeds expectations
Comments	I agree with Marsha's self-assessment in this area and know that she will continue to exceed in all she does.

### Core.Change Agility

Target Proficiency Level 3-Skilled

	Manager
Proficiency Level	
Comments	

### Core.Collaboration

Target Proficiency Level 3-Skilled

	Manager
Proficiency Level	
Comments	

### Core.Communicating for Impact

Target Proficiency Level 3-Skilled

	Manager
Proficiency Level	
Comments	

### Core.Competitive Edge

Target Proficiency Level 3-Skilled

	Manager
Proficiency Level	
Comments	

## Core.Inspirational Leadership

Target Proficiency Level 3-Skilled

	Manager
Proficiency Level	
Comments	

## Core.Mastering Complexity

Target Proficiency Level 3-Skilled

	Manager
Proficiency Level	
Comments	

## Core.Performance Drive & Execution

Target Proficiency Level 2-Intermediate

	Manager
Proficiency Level	
Comments	

---

## Employee Final Feedback