



Cleveland

March 11, 1987

Archbishop Torkom Manoogian,  
Primate  
Diocese of the Armenian Church  
of America  
630 Second Avenue  
New York, New York 10016

Your Grace:

The community has come along relatively well in the past two years and I must give much of the credit to the Parish Council people, and the auxiliary organizations along with the hard working Pastor.

You will note that my evaluation form indicated on one hand that the Pastor is a hard worker, and has good work habits along with a strong commitment philosophy. But on the other hand he slips quite badly in the personality department. There are many casualties along the way (Page 4 of 4 evaluation sheet).

Though I was able to maintain a good personal and business relationship with him, it took an extremely hard diplomatic effort to do so.

I don't believe the job description of Parish Council Chairman includes being the pastor's front man, and insulator as the criteria for peace and progress in the community. I was under the impression that the pastor should be the teacher instead of being the student.

I am not sure if the patient will survive and prosper unless he is counseled in the business of human relations.

We want him to succeed, but not at any price.

Again, this is my own personal opinion and evaluation.

With best regards,

Sooren Sam Mirakian

SSM/skm  
Encl.

EVALUATION FORM

NAME \_\_\_\_\_

YEAR \_\_\_\_\_

DEPT \_\_\_\_\_

SALARY \$ \_\_\_\_\_

A. WORK HABITS

1. PACE OF WORK:

1 2 3 4 5  
slow fast

2. LEVEL OF EFFORT:

1 2 3 4 5  
below capacity full

3. QUALITY OF WORK:

1 2 3 4 5  
poor good

4. QUANTITY OF WORK:

1 2 3 4 5  
little a lot

5. LEVEL OF ACCURACY:

1 2 3 4 5  
poor good

6. JOB KNOWLEDGE:

1 2 3 4 5  
poor good

7. ATTENDANCE:

1 2 3 4 5  
often absent regular

8. DEGREE OF COMMITMENT TOWARDS WORK:

1 2 3 4 5  
low high

9. ABILITY TO CONCENTRATE ON WORK:

1 2 3 4 5  
low high

10. DEGREE OF CONSCIENTIOUSNESS IN WORK:

1 2 3 4 5  
low high

B. PERSONAL CHARACTERISTICS

11. HOW CONFIDENT IS THIS PERSON?

1 2 3 4 5  
self-doubting confident

12. HOW CONFIDENT ARE YOU IN THIS PERSON'S JUDGEMENT?

1 2 3 4 5  
not confident very confident

13. HOW MATURE IS THIS PERSON?

1 2 3 4 5  
immature mature

14. HOW FLEXIBLE IS THIS PERSON?

1 2 3 4 5  
rigid flexible

15. HOW STABLE IS THIS PERSON?

1 2 3 4 5  
erratic steady

16. HOW BRIGHT IS THIS PERSON?

1 2 3 4 5

17. HOW ALERT IS THIS PERSON?

1 2 3 4 5  
slow very alert

18. HOW CREATIVE IS THIS PERSON?

1 2 3 4 5  
poor very creative

19. HOW OPEN IS THIS PERSON TO NEW IDEAS?

1 2 3 4 5  
closed open

20. HOW FRIENDLY IS THIS PERSON?

1 2 3 4 5  
distant very friendly

Page 2 of 4

21. HOW TIDY/ORGANIZED IS THIS PERSON?

1 untidy 2 3 4 very tidy 5

22. HOW COURTEOUS IS THIS PERSON?

1 blunt 2 very courteous 3 4 5

23. HOW DEPENDABLE IS THIS PERSON?

1 undependable 2 3 very 4 5

24. HOW LOYAL IS THIS PERSON?

1 not loyal 2 3 very loyal 4 5

C. INTERPERSONAL RELATIONS

25. HOW DOES THIS PERSON IMPRESS OTHER PEOPLE?

1 hostile 2 3 charming 4 5

26. HOW DOES THIS PERSON GET ALONG WITH SUPERIORS?

1 2 3 4 5

27. PEERS?

1 2 3 4 5

28. SUBORDINATES?

1 2 3 4 5

29. OUTSIDERS?

1 not well 2 3 very well 4 5

30. IN A PUBLIC SETTING, HOW COMFORTABLE WOULD YOU BE HAVING THIS PERSON REPRESENT YOU/YOUR OFFICE?

1 2 3 4 5

31 CHURCH IN GENERAL?

1 uncomfortable 2 3 4 comfortable 5

32. RATE THIS PERSON'S SKILLS OF COMMUNICATING/DIPLOMACY:

1 naive 2 3 4 5 savvy

D. SUPERVISION AND DIRECTION

33. HOW CAPABLE IS THIS PERSON AT WORKING TOWARD IMPLEMENTING A DECISION WITH WHICH HE/SHE MAY NOT AGREE?

1 reluctant 2 3 4 5 eager

34. HOW WELL DOES THIS PERSON TAKE DIRECTION?

1 resists 2 3 4 5 readily

35. HOW READILY DOES THIS PERSON OFFER TO HELP OUT BY DOING THAT WHICH IS NOT A PART OF HIS/HER "JOB"?

1 seldom 2 3 4 5 often

36. HOW MUCH SUPERVISION IS NEEDED?

1 a lot 2 3 4 none 5

37. TO WHAT EXTENT IS THIS PERSON FOCUSED ON ACCOMPLISHING CHURCH GOALS?

1 below 50% 2 3 4 5 100%

38. TO WHAT EXTENT IS THIS PERSON "BUDGET-CONSCIOUS"?

1 little 2 3 4 5 a lot

45

STAFF EVALUATION FORM/Addendum

15

A. WORK HABITS:

39. HOW ORGANIZED IS THIS PERSON:

1 2 3 4 5  
poor very

40. HOW GOOD IS THIS PERSON'S FILING SYSTEM:

1 2 3 4 5  
poor good

B. PERSONAL CHARACTERISTICS:

41. POSTPONING HABITS:

1 2 3 4 5  
high " none

42. DEGREE OF CONFIDENTIALITY:

1 2 3 4 5  
low high

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a. TOTAL # OF ITEMS CONSIDERED: 40

b. TOTAL POINTS ACHIEVED: 123.1200

c. AVERAGE SCORE: 3.07515  
(divide b by a)

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OVER

Page 4 of 4

EVALUATION SUMMARY

A. OVERALL EVALUATION:

1 unsatisfactory 2 3 4 outstanding 5

B. CAN THIS PERSON ASSUME MORE RESPONSIBILITY?

YES NO NOT APPLICABLE IN THIS CASE

C. MAJOR WEAK POINTS:

- 1. Interpersonal Relations
2. Diplomacy
3. on aturity

D. MAJOR STRONG POINTS:

- 1. Hard Worker
2. Well Organized
3. Committed

E. LIST 3 THINGS ABOUT THIS PERSON THAT HAVE DISAPPOINTED YOU:

- 1. Dictatorial
2. Intolerant Argumentative
3. He seems to feel compelled to insulate himself from groups and individuals who may not always agree with his methods and ideas, by organizing followers. Thus creating opposing camps.

RATED BY: TITLE: DATE:

(if not used as a self-evaluation form, the employee should sign below)

A COPY OF THIS REPORT HAS BEEN GIVEN TO ME AND DISCUSSED WITH ME.

EMPLOYEE'S SIGNATURE: DATE: