# CADET STAFF DUTY ANALYSIS EVALUATION RUBRIC

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<tr>
<th>Cadet Name:</th>
<th>Achievement:</th>
<th>Date:</th>
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## PERSONAL LEADERSHIP PLAN

### Length & Thoroughness

1. All six sections have been completed; each entry is 5 to 10 lines in length, except section 4 (goals) is about 8 lines in total

### Content

2. Narrative explains where cadet is on leadership journey, discusses accomplishments, and discusses future leadership-related projects

3. Readings entry identifies at least one particular leadership-related reading and discusses how that reading's main points apply to the cadet's life

4. Personal reflections entry discusses how one of the cadet's viewpoints has changed recently as evidence of growing maturity

5. Goals are specific, measurable, and are inter-related or at least broadly connected

6. Skills plan identifies specific skills and specific ways in which the cadet will develop them

7. Mentors and mentees entry discusses with some specificity ways that the cadet will further his or her relationship with at least 2 people

### Professionalism

8. Every entry indicates the cadet has offered a thoughtful response and displays a seriousness of purpose

9. Entries show awareness of cadet's current leadership habits; self-honesty is evident

10. Entries are grammatically correct and free of spelling errors

### Mandatory Qualities

If the cadet scores a 0 in any of the shaded categories, the cadet must edit and resubmit the personal leadership plan to earn credit.

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<tr>
<th>Senior Mentor / Evaluator</th>
<th>Total Points Earned (minimum 16 of 20 to pass)</th>
<th>MEETS STANDARDS</th>
<th>REQUIRES REVISION</th>
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**Senior Mentor's Comments**

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