

The Ohio State University
Department of Athletics & Business Advancement
Performance Review

Employee: Mark Pantoni
Job Title: Director of Player Personnel
Manager: Brian Voltolini
Date of Review: 6/13/18

Performance Management Process:

We are committed to fostering a high performance culture. To achieve this, we strive to provide each member of our staff with clear performance objectives, ongoing coaching and feedback, professional development, and recognition for exceptional work.

The performance review gives employees and managers an opportunity to reflect on the past year, celebrate our successes, learn from our challenges, and plan for our future.

Sections I & II of the review must be completed by each employee and forwarded to your manager prior to your review. The manager will review the information the employee provides in the self-appraisal and goal setting sections and use it to help them complete the annual review. Employees and managers must meet to discuss the review. Employees are able to attach comments to the review if they choose to.

All reviews must be completed and turned in to Human Resources by June 29th.

Core Values:

Integrity	We will act with integrity and personal accountability.
Education	We will educate each student-athlete with quality academic, competitive, leadership and social experiences to build a sense of responsibility and foster an appreciation for life-long learning.
People	We will keep the well-being of our student-athletes, coaches and staff at the core of every decision.
Excellence	We will excel in performance, achievement and service.
Respect	We will celebrate a climate of mutual respect and diversity by recognizing each individual's contribution to the team.
Innovation	We will encourage innovation, develop a curious mindset and embrace change.
Community	We will enhance the lives of those in our university, city and state communities by helping and paying forward to others.
Tradition	We will build upon our traditions which have been developed throughout our proud history.

Section I. – Self Appraisal

List your key job responsibilities. Assign the % of your time spent in each area. Evaluate each area according to the rating standards. Complete all sections in section I prior to your review and forward to your manager.

% Time	Description of key job responsibilities	Performance Exceeds Expectations	Performance Meets Expectations	Opportunity for Improvement
60	Film Evaluations	x		
30	Oversee On-Campus Visits	x		
10	Building relationships with prospects/families		x	

Summary & Highlights of this past year:

This past year we finished with the #2 ranked recruiting class in the country which was a great accomplishment.

Our social media team continues to be the best in the country at their innovation and ideas. The BrandU concept has been a tremendous success that Sam Silverman is leading.

Challenges I faced this past year: (job/position related)

This past year I lost my Assistant Director Eron Hodges to a promotion to Purdue. Thus, I had to reshuffle my staff and continue to promote growth and leadership amongst them. Justin Perez and Weston Zernehel have both done a great job in picking up the duties.

The other challenge I faced this year is the addition of spring official visits. Although successful, it takes more time away from my family and affects my work/family life.

What I will do this year to improve myself & my program:

This year I am helping to launch a national association and convention for Personnel Directors around the country which will take place in August. I am excited to help create a bigger platform for this position and meet with other colleagues around the country to improve the current landscape of recruiting.

Section II. – Goal Setting

Employees need to complete a draft of section II for their manager prior to their review. Managers will provide additional input or focus into the employee's goals. Employees & managers will work collaboratively to establish the final goals and performance measures for the upcoming year. Goals should be finalized by July 1st.

Goals should be specific, measurable, attainable, realistic, and timely. This document should be reviewed throughout the year during coaching sessions and may evolve as needed.

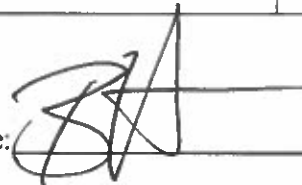
The department's Strategic Plan should be a component of identifying goals for each employee. Other goals will be more focused on the individual position description and responsibilities of the employee. One goal should be focused on the individual employee's professional development.

2018-2019 Goals & Performance Measures

Goal #1: Avoid taking high risk academic prospects	Progress Dates: current to Feb 2019
Goal #2: Continue to lead and mentor the young guys on my staff	Progress Dates: current to June 2019
Goal #3: Develop systematic way to share content to recruits and their parents via social media during Creativity Meetings	Progress Dates: current to June 2019
Goal #4: Finish with a top 3 recruiting class	Progress Dates: current to Feb 2019
Goal #5: Help create Compliance proposals that will help better the quality of work/life balance with the current recruiting calendar	Progress Dates: current to June 2019

Employee Signature: _____

Manager Signature: _____



Section III. – Performance Review

Staff will be rated by their manager in each of the performance areas listed below. Employees and their manager will meet to discuss each section, why they received each rating, examples to support each rating, and if needed what the manager’s expectations are and how the employee can sustain or improve in each area.

Rating Standards:

Employees will be given ratings for each of the listed performance areas according to the following rating scale:

Performance Exceeds Expectations	<ul style="list-style-type: none"> • Work is consistently efficient, accurate, reliable and, timely; is of superior quality and goes beyond the expectation of the performance objective or core competency. • Work is a model for reflecting and supporting the values of The Ohio State University and Department of Athletics.
Performance Meets Expectations	<ul style="list-style-type: none"> • Work consistently meets the requirements of the performance objective or core competency. • Performance is of high quality; it is efficient, accurate, reliable, and timely. • Work is done in a manner that reflects the values of OSU and Department of Athletics.
Opportunity for Improvement	<ul style="list-style-type: none"> • Performance may partially meet the requirements of the performance objective or core competency. • Performance warrants considerable improvement. • Specific recommendations should be discussed in order to facilitate improvement.

Core Competencies:	Performance Exceeds Expectations	Performance Meets Expectations	Opportunity for Improvement
1. Job Knowledge:	X		
2. Productivity & Quality of Work:	X		
3. Communication:		X	
4. Teamwork:	X		
5. Personal Conduct & Accountability:	X		
6. Leadership:	X		
7. Management (if applicable):			

Summary & Highlights from Past Year:

Great job with another recruiting class.
keepin track of Coaches! Making sure they are hitting up the
right guys daily.
Mailers, etc.

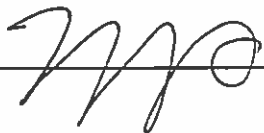
Key areas or priorities for growth / improvement / focus for the upcoming year:

To make sure he is up to date on the ever changing landscape
of college recruiting. Every year it changes, kids change and
Morek has to adapt.
Also to keep hiring young hungry people to work!

AN OVERALL RATING MUST BE DESIGNATED FOR ALL EMPLOYEES

OVERALL RATING: Choose an item. *Exceeds*

Employee Signature:



Manager Signature:

