

# Standards and Expectations Worksheet

**Date:** \_\_\_\_\_ **Name:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_

**Brief Description of Job Responsibilities:** \_\_\_\_\_

<b>Education and Training Required:</b>	<b>Expected Date of Completion</b>
<b>Technical Expertise</b>	<b>Proficiency expected by what date?</b>
<b>Areas of Responsibility</b>	<b>Level expected by what date?</b>
<b>Skills Expected</b>	<b>By what Date?</b>
<b>Other</b>	<b>Timeline</b>