

CERTIFIED IMAGE MASTER CANDIDATE PEER EVALUATION

Candidate please complete:

Name of CIM Candidate:
Name of Evaluator:
Email of Evaluator:
Phone number of Evaluator:
Nature of Relationship:

To the Evaluator:

Please help me by taking a few minutes to fill out this Peer Evaluation form as part of my Certified Image Master (CIM) Application through the Association of Image Consultants International (AICI).

There are two ways you can submit the evaluation a.) by postal mail or b.) by email.

- a.) Postal Mail - Please place the completed form in the **stamped addressed envelope** provided. Please seal the envelope. Write your name and CIM Evaluation on the envelope flap and send it to me. The envelope will remain sealed until opened by the AICI CIM External Reviewers. I will not read your evaluation.
- b.) Email - Please send the completed evaluation form electronically to aicicim.externalreviewers@gmail.com Indicate that the evaluation is for me.

Evaluator's Signature _____ Date _____



PEER EVALUATION

1. Professional Practices / Ethics

The Candidate:	Agree	Neutral	Disagree	N/A
Returned messages to me in a timely fashion				
Was punctual or communicated if something unexpected came up				
Understood and was responsive to concerns, problems or issues				
Had effective listening skills				
Was organized				
Took care of details				
Completed assignments and responsibilities with me in a timely manner				
Demonstrated ethical and professional behavior at all times				
Used terminology and language to explain things simply and clearly				
Demonstrated excellent follow-up practices				

2. Appearance

The Candidate's appearance:	Agree	Neutral	Disagree	N/A
Was always appropriate for the occasion				
Was well-groomed				
Exhibited makeup, clothing, hair and body language appropriate for a high-level consultant				

3. Professional Relationships

The Candidate:	Agree	Neutral	Disagree	N/A
Respected the confidentiality of clients				
Understood her/his role in the relationship				
Always performed in a professional manner				
Was positive and enthusiastic				
Communicated clearly and concisely				
Encouraged me to be my best				
Delegated appropriately				
Cleared up miscommunications in a timely manner				
Added value to our professional relationship				

4. Information Provided

The Candidate:	Agree	Neutral	Disagree	N/A
Was easy to understand				
Was well-organized				
Reinforced points made with examples				
Was appropriate to the level of attendee(s)				
Was responsive to learning needs				
Met my expectations				

1. Consulting / Teaching Abilities

The Candidate:	Agree	Neutral	Disagree	N/A
Was professional and enthusiastic				
Explained the outcomes for the session				
Achieved the learning outcomes				
Explained the concepts and steps clearly				
Demonstrated a thorough and practical knowledge of subject matter				
Used examples and visuals to explain concepts				
Encouraged everyone to participate				
Responded well to questions				
Encouraged everyone to apply the information they learned				
Managed the time effectively				
Explained jargon and used terminology effectively				

6. Overall Experience with Candidate

Working with the Candidate:	Agree	Neutral	Disagree	N/A
My ability to solve or handle key issues has expanded				
A good rapport was established with me and others involved				
My overall self-confidence is enhanced				
I am more aware of my role and the impact I can make				
I am able to implement with confidence the skills learned from the candidate				
I am more knowledgeable because the candidate shared her/his knowledge with me				
The candidate was able to relay her/his experience and knowledge clearly to me				
The candidate helped me to understand and address my challenges				
I was able to meet my goals				
The candidate was available to me				
I was able to produce the results I wanted				
The candidate was able to clear up any miscommunications				