

Board Member Skill Appraisal

Date: [Insert Date]

To: [Board Member's Name]

From: [Your Name]

Subject: Skill Appraisal Review

Dear [Board Member's Name],

As part of our ongoing efforts to enhance the effectiveness of our board, we are conducting a skill appraisal for all board members. This process is essential in identifying strengths and areas for improvement within our team.

We kindly ask you to reflect on the following competencies and provide your self-assessment:

- Leadership and Governance
- Financial Acumen
- Strategic Thinking
- Communication Skills
- Community Engagement
- Risk Management

For each competency, please rate your proficiency on a scale of 1 to 5, with 5 being highly proficient. Additionally, feel free to provide any comments or examples that showcase your experiences in these areas.

We appreciate your candid feedback and look forward to discussing your responses in our upcoming board meeting.

Thank you for your continued commitment to our organization.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]