

IB educators network (IBEN)

Performance management policy

Dear educator,

As part of the IB quality assurance policy, educators are evaluated after each assignment. Performance management procedures may be initiated under the following circumstances.

If an educator:

- violates the terms of the **acceptance and release agreement**
- fails to arrive for an IB assignment
- cancels his assignment at the last minute
- uses IB proprietary documents, materials or logos except those authorized for use in their assignment
- or if a verified and substantiated complaint is lodged against an educator by any outside agency or person

If a workshop leader:

- receives an evaluation score on average that is less than 2.5 out of 5
- receives consistently poor comments in the written feedback

The IB values the dedication and participation of every educator and will openly work together to resolve or correct any issues that may arise in regard to their IB assignment.

If you have any questions regarding this policy, please contact the IB educators network at iba.iben@ibo.org or by phone at +1 212 696 4464.

Kind Regards,

Drew Deutsch
Director
IB Americas