



# Scaling Life Sciences Best Practice Templates

## Board Evaluation Template

### Introduction

A high-performing board plays a critical role in scaling a life science company. This template is a guideline offering a structured approach to evaluate how effectively the board supports the company's mission, legal responsibilities, and long-term growth. It is intended to spark useful conversations and guide development, not simply to assign scores.

This evaluation includes:

- Four core performance themes (Collaboration, Performance, Effectiveness, Support)
- A board competence matrix tailored to life science ventures
- A checklist for internal discussion and follow-up

All input can remain anonymous and is intended to foster reflection, alignment, and continuous improvement.

### Section 1: Purpose of a Board Evaluation

A structured board evaluation provides a valuable opportunity to reflect on how the board functions as a collective leadership body, both in supporting the company's mission and in driving its scale-up journey. In the complex environment of life sciences, board alignment and clarity of purpose are essential for sound governance, strategic prioritization, and timely decision-making.

This evaluation aims to:

- Align the board around the company's current stage, growth goals, and evolving challenges
- Assess how well the board's structure and dynamics support long-term value creation
- Identify strengths, gaps, and development areas at both the individual and group level
- Foster transparency, trust, and shared ownership of board effectiveness



The focus is not only on individual performance, but on how the board operates as a team - especially in shaping direction, supporting the executive team, and ensuring accountability. Evaluating the board's alignment with shared goals is a key step in building a resilient foundation for the next phase of company growth.

## Section 2: Board Performance Themes

Instructions: Rate each item from 1 (Strongly Disagree) to 5 (Strongly Agree) and provide comments where relevant – or to certain themes that have been pre-selected.

### Collaboration

- Board members collaborate with trust and transparency
- Constructive dissent is encouraged and valued
- Roles between board and executive team are respected

### Performance

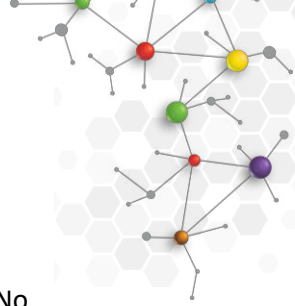
- The board has clarity around its governance responsibilities
- The chair leads meetings effectively and balances voices
- Members are prepared and contribute meaningfully

### Effectiveness

- Meetings are well-structured and agenda-driven
- Decisions are data-informed and timely
- The board spends appropriate time on strategic vs. operational matters

### Support

- The board receives high-quality, relevant information in advance of meetings
- The board is adequately briefed on clinical, regulatory, and market developments
- The board's input is welcomed and acted upon by the executive team



### Section 3: Board Competence Matrix

Instructions: Rate the collective strength of the board in each of the following domains (1 = No competence, 5 = High-level expertise).

Competence Area	Rating (1-5)	Comments
Regulatory & Quality		
Clinical Development		
Commercial Strategy		
Financial Management		
IP & Legal		
Reimbursement/Market Access		
Digital Health		
International Expansion		
Governance & Leadership		

### Section 4: Reflection & Recommendations

Use this space to capture qualitative feedback and ideas for board development.

- What should we start doing?
- What should we stop doing?
- What should we do differently?
- Are there skill gaps or perspectives we need to bring into the boardroom?

### Section 5: Checklist for Internal Use

Use this checklist to prepare for and follow up on the board evaluation process:

- ☐ Have we defined the purpose and scope of the evaluation?
- ☐ Have all board members been briefed on the process and timeline?
- ☐ Are we collecting both quantitative and qualitative input?
- ☐ Have we created space for open discussion of results?
- ☐ Do we have a plan for acting on the feedback?
- ☐ Should we revisit board composition or capabilities based on findings?
- ☐ Is this part of a regular governance improvement cycle?