



Parasol Tahoe Community Foundation AmeriCorps Program



Final Evaluation of AmeriCorps Member

Member Name: _____

Date of Evaluation: _____ Site: _____

Dates of Service: Start: _____ Completion Date: _____

Site Supervisor/Evaluator: _____

Please list type(s) of service performed by member: _____

Using the scale given below, please evaluate the performance of the above named member based on your observations as the Site Supervisor and feedback from community partners and service recipients with whom service was provided as an AmeriCorps member. While each criteria allows for brief comments of note, space given at the bottom of the form should be used as needed for additional comments to highlight specific feedback or clarify a specific rating. Please justify each rating with a comment. Please feel free to add additional criteria to the evaluation based on the AmeriCorps member's specific role at your site.

When you have finished the evaluation, have a meeting with the AmeriCorps member to review your observations. This meeting should be conducted face-to-face in an area with privacy to ensure that the member feels comfortable discussing comments on this evaluation.

Directions for Using the Rating Scale:

Circle the number that best describes the member's performance.

A. General Service Ethic

1. Member could be relied upon to serve steadily and effectively

Always		Sometimes		Never
1	2	3	4	5

Comments: _____

2. Member demonstrated a professional demeanor when interacting with others as a service member.

Always		Sometimes		Never
1	2	3	4	5

Comments: _____

3. Member maintained an appearance (grooming, attire) appropriate to the service assignment(s) and wore the AmeriCorps uniform (t-shirt, sweatshirt, polo, or vest) during all service activities.

B. Communication

9. Member demonstrated ability to communicate plans, needs, and feedback effectively to students and/or service recipients.

Always		Sometimes		Never
1	2	3	4	5

Comments: _____

10. Member demonstrated ability to communicate plans, needs, and feedback effectively to other staff/team members

Always		Sometimes		Never
1	2	3	4	5

Comments: _____

11. Member demonstrated ability to express and resolve conflicts effectively.

Always		Sometimes		Never
1	2	3	4	5

Comments: _____

C. AmeriCorps Philosophies

12. Member demonstrated ability to service cooperatively as a staff/team member.

Always		Sometimes		Never
1	2	3	4	5

Comments: _____

13. Member demonstrated an appreciation of and respect for other staff/team member opinions, abilities, and needs.

Always		Sometimes		Never
1	2	3	4	5

Comments: _____

14. Member demonstrated skills in taking initiative in problem solving and project management.

