After completing this evaluation, please place it in an envelope, seal it, and place your signature across the seal before giving it to your intern for delivery to their JS 181 internship instructor.

INTERN PERFORMANCE EVALUATION

Student’s JS181 Course Instructor: ____________________________________________

Student’s Name: ___________________________ Semester/Date: ________________

4 = Superior, 3 = Good, 2 = Average, 1 = Poor, X = No Criteria to Evaluate

Ability to carry on Community Organization work

1. Understanding of purpose and function of agency 4 3 2 1 X
2. Ability to understand and use agency policies and procedures efficiently 4 3 2 1 X
3. Ability to plan, organize, and use time effectively 4 3 2 1 X

Comments: ________________________________________________________________

Development of skill

1. Ability to obtain pertinent information when needed 4 3 2 1 X
2. Ability to plan course of action 4 3 2 1 X
3. Ability to relate and apply knowledge of specialized area to problem or agency function 4 3 2 1 X
4. Ability to communicate with staff and others 4 3 2 1 X
5. Ability to record pertinent facts 4 3 2 1 X
6. Ability to write & summarize facts 4 3 2 1 X
7. Ability to give oral reports 4 3 2 1 X

Comments: ________________________________________________________________

Capacity for Professional Development
1. Integration of theory and practice 4 3 2 1 X
2. Shows pattern of continuous learning 4 3 2 1 X
1. Ability to focus on problems and needs of agency 4 3 2 1 X
2. Attitude towards professional development 4 3 2 1 X
3. Promptness 4 3 2 1 X
6. Dependability 4 3 2 1 X

Comments:

Based on your accounting as the Internship Supervisor please provide the Number of Hours Completed: ____________

<table>
<thead>
<tr>
<th>Internship Supervisor:</th>
<th>AGENCY CONTACT INFORMATION:</th>
</tr>
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<tbody>
<tr>
<td>(Please Print Name)</td>
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Agency: __________________________________________
Department: _______________________________________
Agency Address: __________________________________


