



**C.O.R.E.
AmeriCorps**

Site Evaluation of Member

Operating Site: _____

Person Performing Evaluation: _____

C.O.R.E. Susquehanna Member: _____

Date of Evaluation: _____

Time Period Covered by Evaluation: Start ____/____/____ End ____/____/____

Criteria reflecting effective and committed service members were identified based on feedback gathered from members, program coordinators, and community partners. 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 by the AmeriCorps member. 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 (see section D).

Directions for Using Rating Scale:

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

Please rate the service member on the following criteria:

GENERAL WORK ETHICS:

1) Member can be relied upon to work steadily and effectively during service work.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

2) Member completes tasks accurately as assigned.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

3) Member completes tasks in a timely manner.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

4) Member demonstrates a professional demeanor when interacting with others.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

Union-Snyder
Community Action
Agency
713 Bridge Street
Suite 10
Selinsgrove, PA 17870

570-374-8938
fax: 570-374-6144

570-374-8938
570-374-6144



5) Member maintains an appearance (grooming, attire, behavior) appropriate to the service assignment(s).

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

6) Member demonstrates concern for the quality, accuracy, and completeness of tasks.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

7) Member is able to accept and use critical feedback in an effective manner.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

B. COMMUNICATION:

1) Member demonstrates ability to communicate plans, needs, and feedback effectively to supervisor(s) and other site personnel.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

2) Member demonstrates ability to communicate plans, needs, and feedback effectively to site constituents (clients, students, etc.).

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

3) Member listens effectively.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

C. AmeriCorps PHILOSOPHIES:

1) Member demonstrates an understanding of the AmeriCorps mission and philosophies.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

2) Member demonstrates an understanding of their role as a citizen in the community.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

3) Member demonstrates a sense of commitment to the improvement of their community

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

4) Member carries through on commitments

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

D. LEADERSHIP SKILLS:

1) Member demonstrates the ability to organize given tasks effectively.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

2) Member demonstrates ability to express and resolve conflicts effectively

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

3) Member demonstrates skill in taking initiative in problem solving and project management.

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

4) Member demonstrates leadership skills

Always	Often	Sometimes	Rarely	Never
1	2	3	4	5

D. COMMENTS:

1) Please use this space for comments regarding ratings for the items above. Place the Section and Question number before each comment (e.g., B4).

2) Briefly discuss the special strengths this member has demonstrated.

3) Briefly discuss any area(s) on which this member should focus to improve their effectiveness as a service member.

4) Briefly discuss the member's leadership skills and how she/he uses them.

5) Would you recommend this member to another site or employer? Yes No

6) Additional Comments:

Signature of Member _____ Date: _____

Signature of Evaluator _____ Date: _____

If member wishes to respond to any comments or ratings, he or she should also do so on the next page and both the member and evaluator should sign.

Comments by member concerning this evaluation (Place the Section and Question number before each comment [e.g., B4]):

Signature of Member _____ Date: _____

Signature of Evaluator _____ Date: _____

Member Evaluation
Revise 8/03