

Community-Based Learning Agency Evaluation

Dominican University Office for Civic Learning

Student Name: _____ Date: _____ Course: _____
 Agency Name and Address: _____ Agency Supervisor: _____
 Type of Volunteer Service Completed: _____ Number of Hours Completed: _____

Using the scale below, please rate the student volunteer on each of the following competencies within the agency.

1= the volunteer has no prior experience and/or little ability- significant improvement is needed in this skill or competency

2= the volunteer has some limited ability, but further development is needed with this skill or competency

3= the volunteer can consistently perform this skill or competency adequately

4= the volunteer has demonstrated significant ability with this skill or competency

5= the volunteer has nearly maximized their potential with this skill or competency

NA= not applicable

Competency	Beginning of Experience Evaluation	End of Experience Evaluation	Comments
Team Work: Ability to work with and build relationships with a diverse group of people			
Knows the names of organization members, including clients.			
Actively provides motivation and encouragement to clients.			
Understands the ways in which diversity enhances the agency.			
Develops and accomplishes personal goals.			
Consistently tries to connect with members of the agency.			
Works cooperatively with clients and supervisor.			
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Self-Management: Demonstrates responsibility, respect, and maturity			
Takes care of paperwork including contract and time log.			
Is on time for schedule volunteer hours/days.			
Is able to follow directions.			
Is able to do tasks and projects assigned by the agency.			
Dresses appropriately for service.			
Exhibits respect for self and for clients.			
Takes initiative/ self-starter			

Competency	Beginning of Experience Evaluation	End of Experience Evaluation	Comments
Communication: Ability to communicate information, ideas, and contrasting points of view in a professional manner.			
Can effectively communicate verbally with supervisors and clients.			
Exhibits good non-verbal communication patterns.			
Works well at communicating in group activities.			
Respects confidentiality.			
Solicits supervisor's help when problems arise.			
Seeks feedback from others.			
Informs the agency of changes in schedule.			
Agency Mission: Demonstrates an understanding of and willingness to participate in the mission of the agency.			
Understands the purpose and mission of the agency.			
Participates in the fulfillment of agency's goals.			
Works toward the organization's best interest.			
Actively participates in an Agency Orientation.			

Please feel free to add any other comments about the CBL Student who worked with you:

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