

# ORGANIZATION SUPERVISOR EVALUATION

Please give this form to your supervisor as soon as you begin service at a location.

**Note to Supervisor- Please complete this form and return it by email to Mrs. Riley-Farrow or with the student volunteer if you are comfortable. Please feel free to contact Mrs. Riley-Farrow with any questions or concerns at any point during the course of service. Please expect to be contacted regarding the volunteer's time under your supervision.**

*E-mail:*

*meghan.riley-farrow@berkshireschools.org*

**Volunteer's Full Name**

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**Supervisor's Full Name**

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**Organization where service was completed**

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**Number of hours completed**

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**Dates that service was completed**

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Please choose the number that most accurately reflects the volunteer's service over the course of their experience, using the following scale.

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Did not meet expectations

Exceeded expectations

Volunteer fulfilled assigned work. Rating \_\_\_\_\_

Comment :

Volunteer arrived on time and prepared to serve. Rating \_\_\_\_\_

Comment:

Volunteer was engaged and attentive. Rating \_\_\_\_\_

Comment:

Volunteer worked cooperatively with others. Rating \_\_\_\_\_

Comment:

Volunteer was an asset to the organization/service site. Rating \_\_\_\_\_

Comment:

Volunteer was a positive ambassador of Berkshire High School. Rating \_\_\_\_\_

Comment:

Please feel free to share any feedback below:

**Supervisor's Signature:** \_\_\_\_\_

**Supervisor's Email/Phone:** \_\_\_\_\_

**Thank you so kindly for allowing our students to have this experience!**