FIELD EXPERIENCE SITE SUPERVISOR EVALUATION FORM

 COLLEGE STUDENT AFFAIRS PROGRAM

The Field Experience site placement and seminar presents an opportunity for Site Supervisors and CSA Faculty to help students in the program explore the profession and gain an understanding of the basic level skills and attributes needed for success in the field. Site supervisors are asked to complete this form at the end of the semester and discuss it with their student and forward a signed copy to the faculty member conducting the seminar.

This evaluation form is based on the Professional Competencies document endorsed by both NASPA and ACPA on July 24, 2010. That document explores entry level and advanced competencies with the focus here on entry level skills and competencies.

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rate the student you supervise in the category below according to his or her level or ability demonstrated in the Internship this semester:

4=excels in this area

3=managing this area effectively

2=developing this skill

1=this is an area that needs work

NA=not observed/not applicable

1. Established rapport with students, groups, colleagues and others.
2. Demonstrated appropriate use and/or knowledge of assessment, evaluation and research related to their responsibilities.
3. Interacted with diverse individuals and implemented programs, services and activities that reflected an understanding and appreciation of cultural and human differences.
4. Demonstrated an understanding of the role of beliefs and values in personal integrity and professional ethical practice.
5. Demonstrated knowledge of the principles of professional practice.
6. Demonstrated effective stewardship/use of resources, e.g. financial, human, material.
7. Communicated with others using effective verbal and non-verbal strategies appropriate to the situation in both one-on-one and small group settings.
8. Can identify her/his strengths as a leader and sought opportunities to develop leadership skills.
9. Gained an understanding of campus culture and the unit’s place/role in that culture.
10. Can articulate the vision and mission of the unit.
11. Can identify primary work responsibilities and, with appropriate feedback, craft a realistic self-appraisal of their own strengths and limitations.
12. Can articulate meaningful goals for their work.
13. Can articulate and describe the development of college students and the conditions and practices that facilitate holistic development as it relates to your agency.

Greatest strengths?

Opportunities for improvement?

Suggested grade: Pass \_\_\_\_\_\_\_\_\_\_ No Credit \_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return to Field Experience seminar Instructor by the last day of classes.**

Revised 1/15/12