



**AmeriCorps Partnership for Veterans &  
People Experiencing Homelessness**  
*AmeriCorps Serving Here!*



*AmeriCorps Program*

Program email: [americorps@liveunitedsbc.org](mailto:americorps@liveunitedsbc.org)

**Member:** \_\_\_\_\_ **Slot Type:** \_\_\_\_\_

**Agency Name:** \_\_\_\_\_ **End of year review date:** \_\_\_\_\_

**Purpose:** Provide an opportunity for the member and member supervisor to evaluate member performance. This is shared with the AmeriCorps program staff.

**Instructions:** The member supervisor and the AmeriCorps member each fill out the form and then meet and discuss/review progress in each category. Suggested practice is to get input from all member participating supervisors and complete one evaluation form for each member. Please send originals to Program Manager. Member and Site Supervisor each keep a copy.

<b>Category</b>	<b>Unsatisfactory</b>	<b>Needs to improve</b>	<b>Meets Requirements</b>	<b>Exceeds Requirements</b>
Quality of Work				
Quantity of Work				
Interpersonal Relationships				
Follows Program Requirements				

**Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Member Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signing indicates that the Site Supervisor and AmeriCorps Member have discussed this evaluation appraisal.

**Name of AmeriCorps Member (Print):** \_\_\_\_\_

**Signature of Member:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name of Member Supervisor (Print):** \_\_\_\_\_

**Signature of Member Supervisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Member Name:** \_\_\_\_\_ **Evaluator's Name:** \_\_\_\_\_

**Month/Year:** \_\_\_\_\_ **Date of Evaluation:** \_\_\_\_\_

**Number of service hours completed to date:** \_\_\_\_\_ **Successful completion of term?** Y N

PERFORMANCE CONSIDERATIONS	Unsatisfactory	Needs Improvement	Meets Requirements	Exceeds Requirements
Punctuality				
Attendance				
Honesty/Integrity				
Positive attitude				
Motivation to perform duties				
Willingness to learn				
Has increased position related skills and knowledge				
Professional Conduct				
Professional/clean appearance				
Rapport with clients/service beneficiaries				
Rapport with site agency staff				
Accepts constructive criticism with a positive attitude				
Cooperates with other members and Site agency staff				
Adaptability towards change				
Follows verbal instructions				
Follows written instructions				
Can perform tasks independently/needs minimal supervision				
Takes initiative				
Follows through with assignments				
Takes leadership role as needed				
Completes paperwork accurately and in a timely manner				
Performs duties safely				
Fulfills duties as described by position description				
Adherence to AmeriCorps policies				
Adherence to Host Organization policies				
Identifies self as an AmeriCorps member				
Wears AmeriCorps logo gear				