**<Enter Name of NSF> Volunteer Evaluation Form**

**PART B: COMPLETED BY VOLUNTEER**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period of Evaluation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Rating scale: 1 = Needs Improvement 4 = Very Good

2 = Fair 5 = Superior

3 = Good N/A = Not Applicable

**1. ORIENTATION AND TRAINING**

\_\_\_\_\_ The goals and purposes of <enter name of NSF> were clearly explained.

\_\_\_\_\_ The job description for your position was reviewed and procedures to be followed were explained.

\_\_\_\_\_ Training was effective and provided the tools needed to perform the assigned tasks.

Comments:

**2. SUPERVISION**

\_\_\_\_\_ Supervisor was available to you when you had questions or needed information.

\_\_\_\_\_ Supervisor's attitude was one of professional regard.

\_\_\_\_\_ Lines of supervision were clear.

Comments:

**PLEASE RESPOND TO THE FOLLOWING QUESTIONS:**

What other training or growth opportunities would you like to see offered?

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What additional "tools" would make your work more effective and/or pleasant?

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What are some suggestions or goals you would offer <enter name of NSF>?

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How could <enter name of NSF> improve its volunteer ‑ staff structure and/or

relationships?

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**Additional Comments:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature Volunteer:** |  | **Date:** |  |
| **Signature Supervisor:** |  | **Date:** |  |