

Morningside College GEMC3001 Supervisor Evaluation of Service Learner

Students must fill in Part I before providing their supervisor with this form.

Part I: To be completed by Student

Student Name:

Supervisor Name:

Service Organization:

Supervisor Title:

Supervisor e-mail/phone:

Project Start Date:

Project Duration:

Part II: To be completed by Supervisor

1. Based on the student's work at your organization, please evaluate how well the student performed in the areas that follow.
2. Please discuss the evaluation with the student. The evaluation and feedback process are a valuable part of the student's learning experience and education.
3. Return the completed form directly to the Morningside General Education team via email at gemc@cuhk.edu.hk. Feel free to contact us with comments or questions. Thank you!

	Poor	Average	Good	Excellent
Understands organization's mission and services.				
Fulfills commitment to the organization, completing assigned work.				
Exhibits effective communication skills – listening, speaking, and/or writing.				
Works well with others, including supervisor, staff, volunteers, and clients.				
Displays awareness of self, including personal strengths and limitations.				
Demonstrates awareness and sensitivity in work with those they interact with.				
Responds to the emerging needs of the organization, other staff and clients.				
Accepts constructive feedback from others.				
Demonstrates professional work habits (punctuality, dependability).				
Respects and adheres to agency's ethical standards.				

Did this student complete a minimum of **40 hours** of service as required by the College? Yes No

Would you be willing to host another Morningside service-learner at your organization? Yes No

Has this evaluation been discussed with the student? Yes No

Declaration

I affirm that the information I have provided is true and correct to the best of my knowledge.

(Name)

(Organization/Title)

(Signature)

(Date)