

# CONSERVATION LEGACY PROGRAM

## Individual Placement Final Evaluation

*This evaluation is one of the many tools for monitoring the progress of each Corpsmember of the course of his/her experience with CONSERVATION LEGACY. Evaluations should be a profile of the Corpsmember's experience that documents his/her highs, lows, triumphs and struggles. Due to the intensity of the CONSERVATION LEGACY experience, entries may at times be very personal. Nonetheless, your evaluations and meetings are professional performance evaluations between a supervisor and a supervisee and should be treated as such. This evaluation **MUST** be completed by the host site supervisor and reviewed with the IP Member.*

Name: \_\_\_\_\_ Site: \_\_\_\_\_ Date: \_\_\_\_\_

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**Professional Work Habits:** Demonstrates strong work ethic, shows pride in work, demonstrates interest in work, shows up to work on time, maintains professional demeanor with coworkers and supervisors, maintains appropriate professional boundaries, wears appropriate uniform, uses appropriate language, shows respect for other members, staff, and site supervisor.

**Comments:**

**Overall Rating:** Ranking based on 1 being "very poor" and 5 being "exceptional". Be honest!

1                      2                      3                      4                      5

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**Safety & Organization:** Understands and follows CONSERVATION LEGACY policies and procedures (vehicle, risk management, camp, etc.), identifies strengths and weaknesses of organization, demonstrates good judgment, wears appropriate PPE, works in safe manner around others.

**Comments:**

**Overall Rating:** Ranking based on 1 being "very poor" and 5 being "exceptional". Be honest!

1                      2                      3                      4                      5

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**Civic Engagement & Community:** Participates in all relevant agency activities, is able to engage others, demonstrates resilience and adaptability, shows empathy towards others, builds trust with host site staff, demonstrates selflessness and community involvement, understands community issues, and gives feedback in constructive manner.

**Comments:**

**Overall Rating:** Ranking based on 1 being “very poor” and 5 being “exceptional”. Be honest!

1

2

3

4

5

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**Leadership & Communication:** Identifies issues and solutions, takes leadership role, understands verbal and non-verbal cues, sets goals and follows through, seeks feedback, shows capacity for self-reflection, demonstrates ethics and integrity in decision making.

**Comments:**

**Overall Rating:** Ranking based on 1 being “very poor” and 5 being “exceptional”. Be honest!

1

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**Learning & Knowledge:** Demonstrates understanding of, and respect for, service learning, understands LNT principles, understands public land management agencies, knows basic information about local ecosystems, looks for educational opportunities, willing participant in educational activities.

**Comments:**

**Overall Rating:** Ranking based on 1 being “very poor” and 5 being “exceptional”. Be honest!

1

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**Corpsmember's Next Steps:** (Site Supervisor complete WITH Corpsmember present)

Has the member completed their required number of hours?    Yes    No    Other: \_\_\_\_\_

Has the member satisfactorily completed their assignments?    Yes    No    Other: \_\_\_\_\_

Did the Corpsmember meet the goals and performance criteria that he/she set at the beginning of their term?

None    Some    All

Goal: \_\_\_\_\_

Parts met: \_\_\_\_\_

Not met/Working on: \_\_\_\_\_

Does the Corpsmember have a resume completed for distribution?    Yes    No    Other: \_\_\_\_\_

Does the Corpsmember have plans (employment, internships, travel, etc.) in the next 1-2 month(s)?

**Yes**

**No**

**Maybe**

*If yes/maybe, what plans/employer?*

Would you (Site Supervisor) **RECOMMEND** the Corpsmember for further service with CONSERVATION LEGACY?

**YES    NO**

If **YES**, complete the box below: (if not, sign this page & continue to page 4)

What program does the Site Supervisor recommend the Corpsmember be eligible for?

CLDP/ACL

Individual Placements

Crew Leader

Corpsmember

Other: \_\_\_\_\_

Would the Corpsmember be interested in completing another term of service with CONSERVATION LEGACY?

No (skip to signatures)

Yes

Maybe

*If Yes or Maybe:*

What region/program would they prefer, if placed? \_\_\_\_\_

When can they start? \_\_\_\_\_

\_\_\_\_\_ I have been notified by my program staff to submit an **online application** to be considered for an additional term of service as a Corpsmember. If I am interested and recommended by my current Crew Leader, it is my responsibility to complete this application by the deadline for the intended season.

Corpsmember (Printed)

Corpsmember (Signature)

Date

PARTNER AGENCY Site Supervisor (Printed)

PARTNER AGENCY Site Supervisor (Signature)

Date

**FOR SITE SUPERVISORS AND STAFF ONLY: (Assists in clear communication between programs for future selection)**

Would you recommend this Corpsmember to future employers?

*Absolutely not*      *Probably not*      *Maybe*      *Yes, with hesitation*      *Yes*      *Absolutely*

Please describe any **concerns or reservations** you have about recommending this Corpsmember to future employers, if any.

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CONSERVATION LEGACY Staff (Printed)

CONSERVATION LEGACY Staff (Signature)

Date