Career Center
220 Hendricks Hall • (541) 346-3235 • career.uoregon.edu

Student Supervisor Evaluation Form

SDL Co-Curriculum & SEE Principle Aligned

Career Center Student Supervisor: _____

Name of Student Employee: _____

Academic Term and Year: _____ Date: _____

Please discuss the items below with your student employee(s) during their orientation and training, and throughout their employment at your department. Complete the form below, discuss your rankings, project and strategies with your student employee(s) and submit your end of the year evaluation to Kate Werdebaugh for record keeping and UOAdvantage interface data upload.

Communication Skills	Rarely	Sometimes	Often	Consistently
Initiates communication when needed	☐	☐	☐	☐
Communicates in a *professional* and *respectful* manner both verbally and in writing	☐	☐	☐	☐
Demonstrates strong *verbal* and *written* communication skills	☐	☐	☐	☐
Demonstrates effective *listening* and *observation* skills	☐	☐	☐	☐
Overall Communication Skills Performance	☐	☐	☐	☐

Opportunities: Specific projects or strategies through which the above criteria could be met

An affirmative action / equal opportunity institution.

Critical Thinking Skills	Rarely	Sometimes	Often	Consistently
Demonstrates the ability to *perceive* needs	☐	☐	☐	☐
Accepts *feedback* and *input* from others	☐	☐	☐	☐
Demonstrates the ability to consider *multiple points of view*	☐	☐	☐	☐
Demonstrates the capacity to *revise* personal opinions and *adapt* actions in light of new information	☐	☐	☐	☐
Overall Critical Thinking Skills Performance	☐	☐	☐	☐

Opportunities: Specific projects or strategies through which the above criteria could be met

Problem Solving Skills	Rarely	Sometimes	Often	Consistently
Responds effectively to problems	☐	☐	☐	☐
Collaborates effectively with supervisor and others to solve problems	☐	☐	☐	☐
Problem solves *ethically* about the needs of the system	☐	☐	☐	☐
Responds *respectfully* to the needs of others in the team	☐	☐	☐	☐
Overall Problem Skills Performance	☐	☐	☐	☐

Opportunities: Specific projects or strategies through which the above criteria could be met

Teamwork Skills	Rarely	Sometimes	Often	Consistently
Collaborates effectively with others to complete tasks	☐	☐	☐	☐
Takes *initiative* on team projects or assigned tasks	☐	☐	☐	☐
Undertakes or demonstrates *leadership* and/or leadership *support* when appropriate	☐	☐	☐	☐
Demonstrates an understanding of the organization's and team's *culture* and *mission*	☐	☐	☐	☐
Overall Teamwork Skills Performance	☐	☐	☐	☐

Opportunities: Specific projects or strategies through which the above criteria could be met

Overall Strengths:

Areas of Improvement:

Overall Professional Skill Level	**RARELY** ☐	**SOMETIMES** ☐	**OFTEN** ☐	**CONSISTENTLY** ☐

Additional Evaluation Criteria:

Intercultural Competency Skills– Not included in CC's Co-Curriculum assessment	Rarely	Sometimes	Often	Consistently
Learns from/about others different to them and assesses how to better *respond to their needs*	☐	☐	☐	☐
Demonstrates the ability to *work respectfully* with individuals from different backgrounds or perspectives	☐	☐	☐	☐
Responds *inclusively* and *equitably* to intercultural situations and needs	☐	☐	☐	☐
Takes the initiative to *model* or *promote* an inclusive and equitable work environment	☐	☐	☐	☐

Opportunities: Specific projects or strategies through which the above criteria could be met

Number of work hours per week: _____ Number of weeks worked: _____

Has this evaluation been discussed with the student? Yes □ No □

Supervisor Signature: _____ Date: _____