Collegiate G-Force Mentor
Performance Evaluation

Mentor Name: _____ Site: _____

Supervisor: _____ Date: _____ ☐ Mid Semester ☐ End Semester

Collegiate G-Force Mentor development is an important goal of our program. Without honest feedback, mentors are unable to make improvements to enhance their performance and their experience. Performance evaluations are intended to be a mutual exchange of information, enabling mentors to progress toward their optimal performance potential. Therefore, providing candid responses is very important.

The following competencies have been identified as areas in which mentors can continually strive to better themselves. Using the scales provided below, please evaluate the mentor based on her/his day-to-day performance and your observations as the Site Supervisor. Place and "X" in the rating area that best describes the member's performance.

Please rate your mentor in the areas listed below: (Put an X in the appropriate box)	**Excellent**	**Good**	**Fair**	**Poor**
1. Demonstrates knowledge and preparation to provide service effectively				
2. Fills out and submits all relevant paperwork in a timely manner				
3. Sets realistic goals and follows through with commitments				
4. Honors time commitments and demonstrates time/priority management skills				
5. Utilizes feedback and constructive criticism				
6. Represents the program professionally				
7. Shows initiative and self motivation				
8. Demonstrates decision-making and organizational skills				
9. Maintains a constructive and mature attitude throughout challenges				
10. Demonstrates leadership skills				
11. Accepts personal responsibility for learning and contributing				
12. Interacts appropriately with on-site personnel, clientele, and/or public				
13. Creative and/or resourceful in problem solving				
14. Demonstrates concern for the quality, accuracy, and completeness of tasks performed				

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Site Supervisor's narrative evaluation:

Mentor's self-evaluation:

_____ I agree with this evaluation **_____ I do not agree with this evaluation**

Comments:

Mentor's Signature ***Date***

Site Supervisor's Signature ***Date***