

**ALBANY STATE UNIVERSITY**  
**College of Professional Studies**  
**Department of Social Work**  
***BSW Student Performance Evaluation as a Volunteer***  
**Date Due:**

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**This form is to be completed at the end of the volunteer experience.** The Evaluation should be a shared process, with an opportunity for student and supervisor to discuss similarities and differences in perception. Students are evaluated on expectations of their level of knowledge and skills in the program. Therefore, students are to be evaluated on their understanding of how social work theory relates to their volunteer setting, their client populations and their ability to *apply* BSW generalist-level social work skills from the beginning of the volunteer experience until the end. Students are to be evaluated on their ability to *integrate* the beginning of social work values, ethics, knowledge and skills into their social work volunteer experience.

**ADMINISTRATIVE DATA:** (please type/print clearly)

\_\_\_\_\_  
STUDENT LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
VOLUNTEER SITE

\_\_\_\_\_  
VOLUNTEER SITE STREET ADDRESS

\_\_\_\_\_  
SUPERVISOR

\_\_\_\_\_  
CITY/STATE/ZIP

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SPECIFIC DAYS/HOURS OF THE VOLUNTEER EXPERIENCE

\_\_\_\_\_  
DUTIES AND RESPONSIBILITIES (*Describe the kinds of learning experiences to which the student was exposed.*)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TODAY'S DATE: \_\_\_\_\_

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**Please use the following scale to evaluate the student:**

4 ADVANCE COMPETENCE	3 COMPETENT	2 EMERGING COMPETENCE	1 DOES NOT DEMONSTRATE COMPETENCE	N/A INSUFFICIENT OPPORTUNITY			
Student performs tasks at an <b>intermediate level</b> and conforms to expectations for a junior BSW social work student. S/he consistently displays above average awareness, values, knowledge, skills and an ability to apply & understand social work concepts.	The student performs tasks and demonstrates a <b>beginning level of understanding</b> social work concepts at the BSW level. The student demonstrates an average awareness, level of knowledge, skills and ability to understand social work concepts.	The student demonstrates <b>emerging competence</b> and needs improvement in understanding concepts and/or demonstrating the skill.	The student is performing <b>below the expected level</b> of performance and shows little to no evidence of understanding the social work concepts. Student never or rarely demonstrates awareness, values, knowledge and/or skills.	There has not been sufficient time or opportunity for the student to demonstrate this skill area.			
Course Objectives/Competencies			Rating				
1. Demonstrate Ethical and Professional Behavior							
a.	The student <i>understands</i> the importance of making ethical decisions		4	3	2	1	N/A
b.	The student <i>understands</i> the importance of using reflection and self-regulation to manage his/her personal values and maintain professionalism in practice situations		4	3	2	1	N/A
c.	The student <i>demonstrates</i> professional demeanor in behavior, appearance and in oral, written, and electronic communication		4	3	2	1	N/A
d.	The student <i>demonstrates</i> the ability to use supervision and consultation to guide professional judgment and behavior		4	3	2	1	N/A
2. Engage with Individuals, Families, Groups, Communities and/or Organizations							
a.	The student <i>understands</i> how to use empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituents.		4	3	2	1	N/A
3. Assess Individuals, Families, Groups, Organizations and Communities							
a.	The student <i>understands</i> how to develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituents.		4	3	2	1	N/A
4. Intervene with Individuals, Families, Groups, Organizations and Communities							
a.	The student <i>understands</i> how to critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies		4	3	2	1	N/A
b.	The student <i>understands</i> how to select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituents		4	3	2	1	N/A
c.	The student <i>understands</i> how to use inter-professional collaboration, as appropriate, to achieve beneficial practice outcomes		4	3	2	1	N/A
d.	The student <i>understands</i> how to negotiate, mediate, and advocate with, and on behalf of, diverse clients and constituents		4	3	2	1	N/A
e.	The student <i>understands</i> how to facilitate effective transitions and endings that advance mutually agreed-on goals		4	3	2	1	N/A
5. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities							
a.	The student <i>understands</i> how to select and use appropriate methods for evaluation of outcomes		4	3	2	1	N/A
6. Accountability							
a.	The student <i>demonstrates</i> the ability to accept feedback in supervision.		4	3	2	1	N/A
b.	The student <i>demonstrates</i> an understanding of self as a learner & engages agency staff as informants.		4	3	2	1	N/A
c.	The student <i>understands</i> the agency role, function, policies, array of services, appropriate referrals, and/or social policies that impact clients at the agency.		4	3	2	1	N/A
d.	The student consistently <i>reports</i> to the agency, as scheduled.		4	3	2	1	N/A
e.	The student <i>completes</i> tasks adequately, as assigned.		4	3	2	1	N/A
f.	The student consistently arrives at the agency in <i>professional attire</i> .		4	3	2	1	N/A
g.	The student <i>demonstrates</i> professional behavior and communication with agency staff and clients.		4	3	2	1	N/A
h.	The student demonstrates the ability to manage work assigned to her/him.		4	3	2	1	N/A

**ALBANY STATE UNIVERSITY  
DEPARTMENT OF SOCIAL WORK  
Volunteer Agency Evaluation of Student Performance**

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Additional Comments:

Please return completed form to:  
Jerry B. Daniel, JD, PHD, MPH, MSW, MS, LCSW  
Department of Social Work  
504 College Drive  
Albany, GA 31705  
[jerry.daniel@asurams.edu](mailto:jerry.daniel@asurams.edu)

**NOTE:** For the convenience of the agency, it is acceptable to send the envelope through the student as long as it is sealed with the supervisor's signature across said seal. It is imperative that the seal is not broken prior to submission to the instructor.

**A copy of the completed forms will be forwarded to the BSW Program Director and the BSW Field Coordinator to assist in addressing the student's ongoing educational and professional development needs. The Social Work Department at Albany State University expresses their deep appreciation for assisting us in preparing the next generation of competent generalist-level social workers.**

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