

Evaluation Criteria

Service Performance

Demonstrates a Professional and Dedicated work Performance

Seeks and Accepts New Service Responsibilities

Demonstrates Self-Motivation in Work Activities

Daily Planning

Demonstrates the Ability to Make Realistic Daily and Weekly Goals

Demonstrates the Ability to Accomplish Goals

Demonstrates the ability to remain focused on daily and weekly tasks

Demonstrates the Ability to be Self-Directed in Work Activities

Group Interaction

Demonstrates the Ability to cooperate with others on a daily basis

Demonstrates the Ability to work with others to accomplish a common goal

Public Interaction

Demonstrates the ability to present oneself as an EnviroCorps Member in a clean, professional, enthusiastic manner at all times

Demonstrates the ability to continually seek out new opportunities for both EnviroCorps and oneself personally to serve the public

Demonstrates the Ability to Interact with the Public

Communication

Continues to make improvements on Public Speaking Ability

Seeks greater Public Speaking Responsibilities as performance improves

SAMPLE

Continues to improve Written Communication Skills

Continues to Improve one's demonstration of Computer Skills until achieving proficiency in Word Perfect and Lotus

Demonstrates the ability to communicate with others that is effective, but also is non-judgmental and non-offensive.

Initiative

Demonstrates initiative in expanding and improving the EnviroCorps program

Participation

Actively Participates in Weekly Group Discussions

Actively Participates in Small Activity Groups

Where daily Tasks are complete, participates in other work assignments

SAMPLE

Work Habits

Dependability (Project Completion, Attendance, Special Assignments)

Constituency, (Work Performance, Attendance)

Timeliness (To Work and Return from Lunch)

Accuracy (Reporting, Communicating, Breaks)

Professionalism (Dress, Mannerism, Quality of Work)

Service Ethic

Demonstrates a Service ethic that is indicative of the AmeriCorps principles of Getting Things Done, Enhancing Opportunity, Building Community, Encouraging Responsibility, and Developing Environmental Stewardship.

Continuing Education

Continues to make improvements on G.E.D. attainment

Continues to seek opportunities for advancing education; for example, seminar attendance, professional networking, or gathering information on tech school, college, or other educational development.