



# Member Performance Evaluation

<b>Member Name:</b>	<b>Supervisor:</b>
<b>Position Type:</b> <input type="checkbox"/> FT <input type="checkbox"/> TQT <input type="checkbox"/> HT <input type="checkbox"/> RHT <input type="checkbox"/> QT <input type="checkbox"/> MT	<b>Placement Site:</b>
<b>Date of Evaluation:</b> _____ <b>Hours completed to date:</b> _____ of _____	<b>Review Period:</b> <b>Type of Evaluation:</b> <input type="checkbox"/> Midyear <input type="checkbox"/> End of Term Member Completed Term Member released early for Compelling Circumstance (documentation included in member file) Member released early for Cause

## **I. PURPOSE**

AmeriCorps member development is a key component of effective national service programming. Service is a pathway to employment and career success for AmeriCorps members. Performance evaluations are intended to be a mutual exchange of information, enabling members to progress toward their optimal performance potential. Therefore, providing candid responses is very important.

## **II. SUMMARY OF OVERALL PERFORMANCE**

*As per 45 CFR § 2522.220 of the AmeriCorps Provisions and FAQ C.75, an AmeriCorps member (participant) will only be eligible to serve a second or additional term of service if that individual has received satisfactory performance review(s) for any previous term(s) of service in accordance with the requirements of paragraph (d) of this section. Mere eligibility for a second or further term of service in no way guarantees a participant selection or placement.*

### **1. Member Hours**

- a. Mid-Term: Is the participant on track to complete the required number of hours per his/her member service agreement?  
 Yes  
 No
- b. End of Term: Did the participant complete the required number of hours per his/her member service agreement?  
 Yes  
 No

### **2. Assignment/Task Completion**

- a. Mid-Term: Is the participant on track to satisfactorily complete assignments, tasks, or projects?  
 Yes  
 No
- b. End of Term: Did the participant satisfactorily complete assignments, tasks, or projects?  
 Yes  
 No

**3. Other Performance Criteria**

- a. Mid-Term: Is the participant on track to meet any other performance criteria which were clearly communicated both orally and in writing at the beginning of the term of service?  
 Yes  
 No
  
- b. End of Term: Did the participant meet any other performance criteria which were clearly communicated both orally and in writing at the beginning of the term of service?  
 Yes  
 No

**4. FINAL EVALUATION ONLY: Was the member’s overall performance satisfactory, and based on his/her performance, should the member be eligible for an additional term and/or the Segal Education Award?**

*\*If you answer “No” for this question, it will affect the member’s eligibility to receive an education award at the end of his/her term of service and will prevent him/her from serving again as an AmeriCorps member, as per federal AmeriCorps regulations.*

- Yes
- No

**IV. ACKNOWLEDGEMENT**

I acknowledge that I have received a copy of this performance evaluation and that I have had an opportunity to discuss it in detail with my supervisor. I further acknowledge that a copy of this evaluation will be added to my AmeriCorps member file.

I understand that receiving a “No” on question 4 above will affect my eligibility to receive an education award at the end of my term of service and/or will prevent me from serving again as an AmeriCorps member, as per federal AmeriCorps regulations.

If I have any objections to the information contained within this evaluation, I will submit them in writing and a copy of my written objections will be added to my AmeriCorps member file.

\_\_\_\_\_  
Member’s Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor’s Signature

\_\_\_\_\_  
Date