

Internship in Public and Environmental Affairs
Supervisor Evaluation Form

Intern ' s name _____

Your name _____

Organization _____ Phone _____

Please respond to the following questions regarding the performance of the student who recently served as an intern in your organization. Your answers will form part of the basis for the student's grade, but will also help us improve our internship program.

Questions regarding the student intern

1. Using the scale below, rate the intern ' s attitude toward the job, including such factors as punctuality, reliability and willingness to work.

Excellent Good Average Below Average Poor

Please comment on your response:

2. Rate the quality of the intern ' s work for your organization.

Excellent Good Average Below Average Poor

Please comment on your response:

3. Rate the quality of the intern's overall performance.

Excellent Good Average Below Average Poor

Please comment on your response:

4. Please rate the writing skills that the intern brought to the organization.

Excellent Good Average Below Average Poor Unable to rate

5. Rate the organizational skills that the intern brought to the organization.

Excellent Good Average Below Average Poor Unable to rate

6. Rate the analytical skills that the intern brought to the organization.

Excellent Good Average Below Average Poor Unable to rate

7. If your organization had an open position, would you consider hiring this intern?

Definitely Maybe Probably not

Please comment on any of your answers to questions 4- 7 :

Questions regarding future interns and suggestions/comments for the program

8. Would you consider internships with other UW -Green Bay students in the program?

Definitely Maybe Probably not

9. Do you anticipate having regular (at least once per year) openings for interns?

Yes No Not sure

11. What suggestions and or comments do you have for the university in order to improve the internship program?

Signature _____ Date _____