**School Counseling Internship Final Evaluation by Site Supervisor**

Thank you for serving as a supervisor for one of Messiah College's graduate students this semester. Your feedback is a valuable piece of the internship experience and this evaluation will serve as a permanent record of the internship student's professional performance.

Please note: This evaluation is designed to be used for all levels of field experience students and the questions assess both basic and advanced skills. In light of this, as well as accounting for diversity among sites, it is not the expectation that all skills will be observed.

Site Supervisor's Information

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship Student's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Supervisor's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship Site Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Semester:

\_\_\_ Spring

\_\_\_ Summer

\_\_\_ Fall

Frequency of Supervision: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please use the following rating system when answering the questions below:**

Far Below Expectations: needs much improvement, a concern

Below Expectations: needs some improvement to meet standards

Acceptable: meets standards at average level for internship students

Above Expectations: performs at above average level for internship students

Far Above Expectations: a definite strength, performs well beyond average levels for internship students

1. **Professionalism:**

Arrives on time consistently

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

Informs supervisor and makes arrangements for absences

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

Uses time effectively

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

Completes requested or assigned tasks reliably and in a timely manner

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

Presents a professional appearance and demeanor

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

Demonstrates effective oral communication

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

 Demonstrates effective written communication

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

Cultivates professional relationships with school colleagues

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

9. Consults with teachers, staff, and community-based organizations to promote student academic, career, and personal/social development

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

10. Engages and works with parents/families to help address the academic, personal/social, and career needs of students

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

11. Demonstrates knowledge of school district procedures, policies, events, and professional development opportunities

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

12. Articulates, models, and advocates for an appropriate school counselor identity and program

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

13. Uses technology appropriately and professionally in the workplace

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

**B. Cultural Competence and Ethical Conduct:**

14. Demonstrates self-awareness, sensitivity, and skillfulness in relating to diverse individuals and/or groups

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

15. Promotes a positive school climate that is equitable and responsive to multicultural student populations

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

16. Displays multicultural competencies in relation to diversity, equity, and opportunity in student learning and development

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

17. Assesses and interprets students' strengths and developmental or environmental needs, recognizing uniqueness in cultures, languages, backgrounds, and abilities

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

18. Knows general ethical guidelines and demonstrates sensitivity to ethical issues

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

19. Behaves in accordance with ethical and legal requirements for a professional counselor

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

20. Consults with others and seeks supervision for ethical issues if necessary

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

21. Demonstrates ability to locate resources in the community and knows referral procedures in order to make appropriate referrals to school and/or community resources

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

**C. Counseling Skills:**

22. Demonstrates good use of non-verbal attending skills (e.g., eye contact, body language)

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

23. Communicates effectively with students demonstrating respect and sensitivity

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

24. Demonstrates good use of basic counseling skills (e.g. empathy, case conceptualization, confrontation, facilitate expression of thoughts and emotions, decision making, goal setting)

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

25. Develops rapport, effective counseling relationships, and appropriate boundaries with students

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

26. Selects and uses appropriate assessment strategies/information to identify and access student issues and/or barriers

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

27. Provides effective individual, group counseling and/or classroom guidance for students' career, academic, and personal/social development

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

**D. School Counseling Programming:**

28. Demonstrates ability to advocate and/or plan and/or conduct learning experiences to promote students' career, academic, and personal/social development using sound educational/counseling principles/theories

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

29. Demonstrates ability to attend to student academic development and prepare students for a full range of post-secondary planning options and opportunities

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

30. Designs and implements prevention and intervention plans to address student issues (e.g. atypical development, language, health/wellness, ability level, resiliency)

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

31. Demonstrates ability to assess, design, implement, manage, and evaluate programs/interventions/strategies to enhance the academic, career, and personal/social development

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

32. Demonstrates ability to develop measurable outcomes and analyze data for school counseling programs, activities, interventions, and experiences

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

33. Demonstrates ability to plan and present school counseling presentations/programs for teachers and/or parents

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

34. Understands the various peer programming interventions (e.g., peer mediation, peer mentoring, peer tutoring) and how to coordinate them

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

**E. Response to Supervision:**

35. Actively seeks supervision

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

36. Receptive to feedback and suggestions

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

37. Understands information communicated in supervision

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

38. Willing to explore personal strengths and weaknesses

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

39. Recognizes personal limitations as a counselor and seeks supervision or refers clients when appropriate (D.5)

\_\_\_ Far Below Expectations

\_\_\_ Below Expectations

\_\_\_ Acceptable

\_\_\_ Above Expectations

\_\_\_ Far Above Expectations

\_\_\_ Not Observed

What are the internship student's counseling strengths?

What are the areas of continued growth for this internship student?

Do you have any concerns about the internship student's personal life that would affect his/her counseling?

\_\_\_\_ Yes

\_\_\_\_ No

If you answered "Yes" to the previous question, may we contact you to discuss further?

\_\_\_Yes

\_\_\_No

What other opportunities or experiences would enhance this student's learning?

Additional comments

Overall rating for the internship student:

\_\_\_ Very Unsatisfactory

\_\_\_ Unsatisfactory

\_\_\_ Satisfactory

\_\_\_ Very Satisfactory

Please discuss your feedback with your internship student. Please also give the student either a paper or electronic copy.

Thank you for taking the time to complete this evaluation!