



SOCIAL SERVICES DIPLOMA

**Mentor's Evaluation
 of Field Education Student**

Field Education Student: _____

Placement: _____

Field Education Mentor: _____

Start Date: _____ End Date: _____

Please provide a brief description of what your practicum entailed, using your learning goals as a framework from which to comment. (This portion of the form is to be **completed by the student**):

INITIATIVE SHOWN IN WORKING TOWARDS ATTAINMENT OF STUDENT'S GOALS AND OBJECTIVES (LEARNING CONTRACT)	needs work	satisfactory	well done	NA
The student demonstrates initiative and leadership in identifying and meeting their learning goals.				
The student uses supervision appropriately by seeking and accepting professional guidance, when needed.				

Comments:

ETHICAL PRACTICE	needs work	satisfactory	well done	NA
The student is able to establish clear professional boundaries between themselves and their clients and colleagues.				
The student relates to clients, staff and the public in a respectful and non-judgmental manner.				
The student understands the importance of confidentiality and uses discretion in handling sensitive information.				

Comments:

RESPONSIBILITY AND ACCOUNTABILITY	needs work	satisfactory	well done	NA
The student attends their practicum punctually and regularly, keeping to her/his committed schedule.				
The student informs the staff when they are unable to attend practicum due to illness or unforeseen circumstances.				
The student demonstrates sound judgment and common sense.				
The student understands her/his own limitations and adapts appropriately.				
The student follows agency policies and procedures.				
The student effectively carries out their learning plan that has been collaboratively developed with the mentor				

Comments:

COMMUNICATION	needs work	satisfactory	well done	NA
The student is able to develop relationships and establish rapport with clients and staff.				
The student is clear in their verbal communication and uses basic communication skills (e.g., empathy, questioning, attending, reflecting).				
The student is clear in their written communication.				
The student understands the importance of accurate and complete documentation.				

Comments:

TEAM BUILDING	needs work	satisfactory	well done	NA
The student establishes positive and appropriate relationships with:				
<ul style="list-style-type: none"> • clients 				
<ul style="list-style-type: none"> • team members 				
<ul style="list-style-type: none"> • other staff 				
The student demonstrates a professional attitude with colleagues using tact, discretion, and flexibility.				
The student functions effectively as a team member and listens openly to others' ideas.				

Comments:

PROBLEM SOLVING SKILLS	needs work	satisfactory	well done	NA
The student contributes ideas and solutions.				
The student is able to assess a situation or client need and identify a plan of action to meet/resolve the situation or need.				
The student uses feedback in a constructive manner.				

Comments:

AGENCY FAMILIARITY	needs work	satisfactory	well done	NA
The student has an understanding of their practicum agency, including its policies and programs.				

Comments:

What do you consider to be the major strengths of this student?

Any suggested areas for growth or further improvement? (i.e. Are there suggestions you could make to this student that would help them become more job-ready?)

Mentor Signature: _____ **Date:** _____

Student Signature: _____ **Date:** _____

Thank you very much for mentoring this student and for completing this evaluation.