90-day Staff Evaluation by Team Lead

Please fill out the attached evaluation form and share your feedback with the volunteer. Use this evaluation as an opportunity to:

-Clarify what's expected of the volunteer  
-Foster a work climate that reinforces and clarifies your team's goals  
-Identify areas in which he/she is doing well and/or needs improvement.  
-Encourage staff development   
-Open lines of communication with your team

\* Required

Top of Form

**Name of Volunteer being evaluated**\*



**Name of Team Lead**\*



**Team Name**\*



**How satisfied are you with the Volunteer's current job responsibilities? Are there any areas that you would like to change? Please provide details.**\*



**How is your working relationship with the Volunteer?**\*



**If the working relationship can be improved, please give us your thoughts/suggestions.**\*



**How is the Volunteer's working relationship with other Team Members?**\*



**If the working relationship can be improved, please give us your thoughts/suggestions.**\*



**Is the Volunteer able to devote appropriate time to work on RG projects?**\*



**What has the Volunteer being able to accomplish in the last 90 days (trainings, projects, etc.). Please provide details.**\*



**How do you think the last 90 days have been for the Volunteer overall?**\*



**How would you rate the Volunteer's overall work progress at this time?**\*

* +  Very Satisfied
  +  Satisfied
  +  Neutral
  +  Dissatisfied
  +  Very Dissatisfied

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