

Environmental Health Sciences Internship Handbook

INTERNSHIP PERFORMANCE EVALUATION

This form is due at the completion of the internship and should be filled out by preceptor.

Student Name: _____

Total Hours: _____

Supervisor Name: _____

Organization: _____

Thank you for taking the time to evaluate your student intern. We consider the internship one of the most valuable learning opportunities that our students have and we appreciate the role you have played in fostering your intern's professional development. We would appreciate your evaluation of your intern. Please use the following scale:

1 = Improvement Required
2 = Improvement Possible
3 = Effective

4 = Very Effective
5 = Outstanding
NA = Not Applicable

Personal Attributes

- | | | | | | | | | | | | | |
|--|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|-----|--------------------------|
| 1. Initiative | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 2. Resourcefulness | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 3. Reliability | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 4. Accepts responsibility | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 5. Works independently | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 6. Demonstrates effort to develop and improve skills | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |

Communication

- | | | | | | | | | | | | | |
|---------------------------------------|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|-----|--------------------------|
| 7. Interpersonal communication skills | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 8. Facilitation skills in groups | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 9. Presentation skills | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 10. Writing skills | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |

Leadership

- | | | | | | | | | | | | | |
|--|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|-----|--------------------------|
| 11. Ability to integrate self into work team | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 12. Negotiation skills | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 13. Ability to manage conflict | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 14. Ability to motivate others | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 15. Team-building skills | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |

Professionalism

- | | | | | | | | | | | | | |
|---|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|-----|--------------------------|
| 16. Knowledge of Public Health principles | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 17. Able to apply principles to internship setting | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 18. Exhibits integrity, compassion, honesty and respect for all people | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 19. Ability to work collaboratively with diverse individuals, agencies, and organizations | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |

Professional Development

- | | | | | | | | | | | | | |
|--|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|---|--------------------------|-----|--------------------------|
| 20. Self assesses professional skills frequently | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 21. Accepts feedback and suggestions | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 22. Gives feedback and suggestions | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |
| 23. Gives feedback and suggestions | 1 | <input type="checkbox"/> | 2 | <input type="checkbox"/> | 3 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 5 | <input type="checkbox"/> | N/A | <input type="checkbox"/> |

Environmental Health Sciences Internship Handbook

Notable strengths of student:

Recommendations for professional growth:

Contributions to agency/organization:

Additional comments:

Supervisor's signature: _____

Date: _____

Title: _____

Student's comments:

I have read and discussed this evaluation with my supervisor. I acknowledge the opportunity to include my comments in this section if I so desire.

Student's signature: _____

Date: _____

Please return completed form to:

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Los Angeles, CA 90095
ehsinternship@ph.ucla.edu