

# Evaluation Guide for Supervisors

SCHOOL OF SOCIAL WORK — UNIVERSITY OF OTTAWA

Master of Social Work

Supervisors play a frontline role in dealing with placement students. We ask that you write an overall evaluation. Give a broad overview of how the placement has proceeded, sharing your observations and conclusions regarding the student's learning throughout the 13 weeks of the placement.

The following are some areas you may wish to consider in drafting the placement evaluation:

## Overall assessment of the placement experience

- Responsibilities given as part of the placement
- Student's integration in the placement setting and relationships with team members, partners, organization's clientele, etc.

## Intervention quality and student's progress as a social worker

Attainment of placement objectives set out in the student's placement contract:

### Field placement (first year)

Knowledge of the organizational context and population served; intervention expertise (knowledge and skills concerning intervention procedures and models); professional and personal soft skills; assessment and planning skills; reflection and critical analysis skills (questioning concerning social practices and topics, social issues and ethics).

### Field-research placement (second year)

Knowledge and analysis of your organization's context and main partners; refinement of intervention skills (intervention procedures and models, student's reflection concerning own professional and personal soft skills); knowledge development concerning an issue addressed in the student's research paper or the student's analysis or development of a program; identification of areas of reflection for renewal of social practices (analysis of social practices).

## Review of the student's strengths and weaknesses

- Description of strengths and weaknesses
- Assessment of intervention quality and the student's progress as a social worker

## Suggestions for future learning directions

- Follow-up required in second placement or in the future
- Knowledge, skills and attitudes to work on (learning, expertise, soft skills)

## Placement success recommendation

- Placements are assessed as *satisfactory* or *not satisfactory*.
- Note: Sign the document, ideally on stationary with your organization's letterhead.