

Guam Community College Work Experience Program

Early Childhood Education Competency Rating Sheet

Student: _____ Mentor: _____ Date: 1/23/2013

At the end of the work experience, please rate the student on the following three (3) competencies:

* Circle one numerical value for each competency.

| Numerical Value | Establish and maintain a safe and healthy environment for young children. |
|-----------------|---|
| <u>4</u> | No safety or health hazards are observed while the student is working with children. |
| 3 | Only one or two safety or health hazards are observed while the student is working with children. |
| 2 | Three or four safety health hazards are observed while the student is working with children. |
| 1 | More than four safety or health hazards are observed while the student is working with children. |

| Numerical Value | Develop and implement an integrated lesson and/or learning center that incorporates two developmental areas of early childhood. |
|-----------------|---|
| <u>4</u> | <ul style="list-style-type: none"> * Includes four ^{two} areas of development (physical, language, cognitive, creative, social and emotional). * Uses correct grammar and organizes paper well so that the lesson can be duplicated. * Contains the following elements: objectives/skills, materials, instructions, assessment and follow-up. * Teaching method is developmentally and age appropriate. |
| 3 | <ul style="list-style-type: none"> * Addresses only one area of development/ * Lesson plan is written with not more than three mistakes and is easy to read. * Missing not more than three minor elements in the lesson plan. |
| 2 | <ul style="list-style-type: none"> * Addresses only one are of development. * Lesson plan is written with not more than seven mistakes. Paper lacks organization. * Fails to cite main objectives and/or leaves out major elements in lesson plan. |
| 1 | <ul style="list-style-type: none"> * Does not cover any areas of development. * Makes more than seven grammatical mistakes and the plan in not legible. * Teaching method is inappropriate. |

| Numerical Value | Demonstrate basic knowledge of early childhood development and puts into practice at the worksite. |
|-----------------|---|
| <u>4</u> | No inappropriate or negative interactions with young children. |
| 3 | One or two incidents of inappropriate or negative interactions are observed while the student is working with the children. |
| 2 | Three or four incidents inappropriate or negative interactions observed while the student is working with the children. |
| 1 | Over four incidents of inappropriate or negative interactions are observed while the student is working with the children. |



Work Experience Program

Student Mid-term EVALUATION

Student: _____ School: GWHS Vocational Program/Major: _____
Employer: _____ Position: TEACHER ASSISTANT Phone Number: 600-0546
Evaluator: _____ Beginning/Ending Date of Evaluation: _____ to _____

Please provide constructive input on the students' training at your establishment. Circle the trait that best applies to the student's work ethic and abilities.

(0) NOT APPLICABLE (1) POOR (2) FAIR (3) GOOD (4) EXCELLENT

INTEREST IN WORK:

Initiative
Cooperative
Adaptability
Dependability
Job Knowledge
Job Quality
Job Quantity
Accuracy
Tact
Courtesy
Personal Appearance

0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4

ABILITY IN OR TO:

Oral Communication
Written Communication
Follow Instruction
Accept Correction
Understand Instructions
Attend to Detail
Team Player
Keep on Task
Reports to Work on Time
Meet People
Ask Questions
Use of Resources

0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4
0 1 2 3 4

TIMES ABSENT: 0

TIMES LATE: 1

Number of HOURS WORKED: 178

Please review this evaluation with the student, sign and return to GCC via fax at 735-5568 or student.

[Signature] 10/15/12
Student's Signature/Date

[Signature] 11/06/2012
Employer's Signature/Date

Student's Performance at the Completion of their Work Experience:

I had minimal knowledge of early childhood education, but had much more knowledge & experience in caregiving by sitting for her younger siblings. Jenna applied what she knew and was able to pick up more experience & knowledge in early childhood which I feel has helped her positively.

Strengths:

Great with arts, artwork, craft. She is very creative and clean ~~work~~ ~~work~~ artistically. She is also dependable and willing!

Areas of Improvements:

Attendance, by a few minutes with no call, but problem was addressed and fixed. Also just to be a little more conscientious & tactful in front of parents/guest; problem was also addressed & corrected.

What Percentage grade would you award the student?

90%

90%-100% = A

80%-89% = B

70%-79% = C

60%-69% = D

Has this evaluation been discussed with the student? ☒ Yes ☐ No

PLEASE ENSURE THAT THE EVALUATION HAS BEEN COMPLETELY FILLED OUT BEFORE SUBMISSION.

Thank you.



Work Experience Program

Student Final EVALUATION

Student: School: GWHS Vocational Program/Major:
Employer: Little Big Playhouse Position: TEACHER ASSISTANT Phone Number: 479-7529
Evaluator: Beginning/Ending Date of Evaluation: 09/12/12 to 11/27/12

Please provide constructive input on the students' training at your establishment. Circle the trait that best applies to the student's work ethic and abilities.

(0) NOT APPLICABLE (1) POOR (2) FAIR (3) GOOD (4) EXCELLENT

INTEREST IN WORK:

| | |
|---------------------|------------------|
| Initiative | 0 1 2 3 <u>4</u> |
| Cooperative | 0 1 2 3 <u>4</u> |
| Adaptability | 0 1 2 3 <u>4</u> |
| Dependability | 0 1 2 3 <u>4</u> |
| Job Knowledge | 0 1 2 <u>3</u> 4 |
| Job Quality | 0 1 2 <u>3</u> 4 |
| Job Quantity | 0 1 2 3 <u>4</u> |
| Accuracy | 0 1 2 <u>3</u> 4 |
| Tact | 0 1 2 <u>3</u> 4 |
| Courtesy | 0 1 2 3 <u>4</u> |
| Personal Appearance | 0 1 2 3 <u>4</u> |

ABILITY IN OR TO:

| | |
|-------------------------|------------------|
| Oral Communication | 0 1 2 3 <u>4</u> |
| Written Communication | 0 1 2 3 <u>4</u> |
| Follow Instruction | 0 1 2 3 <u>4</u> |
| Accept Correction | 0 1 2 3 <u>4</u> |
| Understand Instructions | 0 1 2 <u>3</u> 4 |
| Attend to Detail | 0 1 2 3 <u>4</u> |
| Team Player | 0 1 2 3 <u>4</u> |
| Keep on Task | 0 1 2 <u>3</u> 4 |
| Reports to Work on Time | 0 1 2 <u>3</u> 4 |
| Meet People | 0 1 2 3 <u>4</u> |
| Ask Questions | 0 1 2 3 <u>4</u> |
| Use of Resources | 0 1 2 3 <u>4</u> |

TIMES ABSENT: 0

TIMES LATE: 2

Number of HOURS WORKED: 270

Please review this evaluation with the student, sign and return to GCC via fax at 735-5568 or student.

[Signature] 11/27/2012
Student's Signature/Date

[Signature] 11/27/2012
Employer's Signature/Date

Student's Performance at the Completion of their Work Experience:

was an exceptional employee. There were minor
problems in the beginning, but
acceptance to correction has made her a keeper.
In conclusion to Jennica's work experience, Little Big
Playhouse has decided to make
an official employee.

Strengths:

adapts very well to changes and is very
cooperative making her a very dependable employee.
Jennica is also very willing no matter the circumstances
of a situation. Most of all,
negatives into positives with a "can-do"
attitude!

Areas of Improvements:

Although Ms. [redacted] does not overly blurt
comments, she still needs control of what to say, how to say,
when to say and who to say certain things to.
It is very important to keep in mind especially when talking to or around
a parent, for they can "misunderstand" what you're saying.

What Percentage grade would you award the student? 95%

- 90%-100% = A
- 80%-89% = B
- 70%-79% = C
- 60%-69% = D

Has this evaluation been discussed with the student? ☒ Yes ☐ No

**PLEASE ENSURE THAT THE EVALUATION HAS BEEN
COMPLETELY FILLED OUT BEFORE SUBMISSION.**

Thank you.