

APPENDIX I-2

THE COLLEGE OF NEW JERSEY
DEPARTMENT OF COUNSELOR EDUCATION
SCHOOL COUNSELING PROGRAM

SUPERVISOR'S EVALUATION OF COUNSELOR

Directions: This evaluation form is to be completed by the Individual Supervisor and the Site Supervisor of the Counselor. In your evaluation, assess the student's performance relative to a Masters level student counselor. When the evaluation form has been completed, please forward to the student's group supervisor at the following address:

The College of New Jersey
Department of Counselor Education
PO Box 7718
Ewing, NJ 08628-0718

Name of student counselor _____

School grade levels or kinds of clients with whom counselor worked _____

Name of Individual Supervisor _____

Period covered by this evaluation _____

Directions: Circle the number which best describes the level of performance of your employee in the following areas:

1 = unsatisfactory, 2 = adequate, 3 = does well, 4 = outstanding, NA = not applicable
Please comment regarding the appropriateness of the clinical setting for meeting course objective.

1. The Counselor's Personal Characteristics

A perceptive person	1	2	3	4	NA
Degree of acceptance of other's values	1	2	3	4	NA
Awareness of own strengths and weaknesses	1	2	3	4	NA
Openness to growth and learning	1	2	3	4	NA
Conducts self in a professional manner	1	2	3	4	NA

Comments:

2. The Counselor's Skills in Counseling

Acceptance of the client	1	2	3	4	NA
Gains the confidence of the client	1	2	3	4	NA
Demonstrates good listening skills	1	2	3	4	NA
Awareness of the client's culture and related counseling implications	1	2	3	4	NA
Adherence to ethical standards and confidentiality	1	2	3	4	NA
Perceptive in handling client's cues	1	2	3	4	NA
Understands the situation the client is trying to present	1	2	3	4	NA
Assesses client concerns using appropriate diagnostic tools	1	2	3	4	NA
Assists the client in formulating concrete counseling goals	1	2	3	4	NA
Develops appropriate treatment/counseling plan	1	2	3	4	NA
Communicates empathy to the client	1	2	3	4	NA
Facilitates the client's resolution of concerns	1	2	3	4	NA
Ability to provide a theoretical rationale for use of known counseling strategies	1	2	3	4	NA
Demonstrates effective consultation skills	1	2	3	4	NA
Works effectively with clients in individual counseling	1	2	3	4	NA
Works effectively with clients in groups	1	2	3	4	NA
Effectively terminates counseling relationship with clients	1	2	3	4	NA

Comments:

3. The Counselor's Skills in Educational and Career Counseling

Aware of career development theories	1	2	3	4	NA
Familiar with current tools and approaches to career exploration	1	2	3	4	NA
Able to use current sources of career information	1	2	3	4	NA
Able to help clients interpret and accumulate career information	1	2	3	4	NA
Able to assist clients with career concerns	1	2	3	4	NA
Able to assist clients with educational planning	1	2	3	4	NA

Comments:

4. The Counselor's Referral Skills

Knowledgeable of available referral sources	1	2	3	4	NA
Able to make reasonable and effective referrals	1	2	3	4	NA

Comments:

5. The Counselor's Skills Associated with Working Effectively with the Organization, Administration and Culture of the School

Knowledgeable about the relationship between the academic mission of the school and the role of the school counselor	1	2	3	4	NA
Knowledgeable about the school's curriculum	1	2	3	4	NA
Able to collaborate with other educational professionals at the school	1	2	3	4	NA
Able to use technology at the school	1	2	3	4	NA
Able to address student advocacy issues with the school	1	2	3	4	NA
Culturally sensitive awareness about the culturally diverse students enrolled at the school	1	2	3	4	NA
Awareness of services and policies pertaining to special needs students at the school	1	2	3	4	NA
Able to use, manage and present data related to student outcomes	1	2	3	4	NA
Knowledgeable about academic and activity calendars at the school	1	2	3	4	NA
Knowledgeable about organizational policy and procedures of the school, including pertinent ethical and legal considerations	1	2	3	4	NA
Knowledgeable about the school's crisis intervention policies and procedures	1	2	3	4	NA
Knowledgeable about the school's peer helping, tutoring and remediation programs	1	2	3	4	NA

Comments:

6. The Counselor's Skills Associated with Developmental and Psychoeducational Counseling

Able to provide psychoeducational instruction	1	2	3	4	NA
Able to design, implement and evaluate preventive and developmental counseling programs	1	2	3	4	NA

Comments:

SUMMARY NOTES:

Counselor's strong points:

Counselor's needs for improvement:

Signature of Individual Supervisor _____ Date _____

*Signature of Student _____ Date _____

*Signature indicates review of the evaluation rather than agreement with it.

Revised 5/05