

Inner City Youth Internship Program
With Urban Education Partnership
www.urbanedpartnership.org
P. O. Box 71686
Los Angeles, CA 90071

Lisa Baker: l.baker@mpglaw.com (213) 629-7730
Esfandiar Abbassi: abbassi@substitutelibrarian.com (213) 487-7141

We sincerely thank you for hosting an ICYIP intern this year. Please take a moment and tell us about your experience with your intern.

INTERN’S PERFORMANCE EVALUATION

Employee Name: _____

Employer Name: _____

QUALITIES	OUTSTANDING	SATISFACTORY	NEEDS IMPROVEMENT	UNSATISFACTORY
Amount of work completed				
Work completed on schedule				
Accomplished work with minimal errors				
Communicated effectively with patrons				
Interacted positively with supervisory personnel				
Arrived and leaves at scheduled times				
Maintained regular attendance				
Adhered to organization’s rules and procedures				
Accepted responsibility				
Personal appearance				

Comments:

Supervisor’s Signature: _____

Date: _____

Inner City Youth Internship Program
With Urban Education Partnership
www.urbanedpartnership.org
P. O. Box 71686
Los Angeles, CA 90071

Lisa Baker: l.baker@mpglaw.com (213) 629-7730
Esfandiar Abbassi: abbassi@substitutelibrarian.com (213) 487-7141

ICYIP PERFORMANCE EVALUATION

Your feedback regarding the Committee's performance is also very important.
Please tell us how we did in the following areas.

Supervisor Name: _____

Employee Name: _____

Date: _____

We sincerely thank you for hosting an ICYIP intern this year. Please tell us how we did in the following areas:

QUALITIES	OUTSTANDING	SATISFACTORY	NEEDS IMPROVEMENT	UNSATISFACTORY	NOT NEEDED
Pre-placement communication with host site					
Appropriate placement of intern (distance from home, interests, etc.)					
Communication with host site during internship					

We rely on your feedback to improve the program:

Will you take an intern again? If no, please explain.

Would you recommend the program to other colleagues? (If no, please explain.)

In your opinion, what could be done to encourage more law librarians to host an ICYIP intern?

Do you think ICYIP meets its original goal of building a bridge between the professional world and communities living in the urban core?

Further comments: (Please use additional pages if needed.)



In cooperation with
Urban Education Partnership

Co-Chairs:

Lisa Baker and Esfandiar Abbassi

2009 SCALL Inner City Youth Internship Program Evaluation

(For interns)

Your answers will enable us to develop a successful program in the future.

Please indicate how useful you found the following sessions as well as what you liked or disliked

Professional Etiquette/Job Expectations _____

Library procedure and overview of libraries in general _____

Resume Writing _____

Interviewing skills _____

Please indicate how useful you found the former interns speeches _____

Community Partners orientation/presentation of work documentation _____

What changes do you recommend for next year? _____

Please indicate how useful you found our guest speakers (rate 1 to 5, 5 being the highest mark)

- Prof. Juanda Daniel, La Verne College of Law _____

-Cesar Avalos, Management Assistant for Community Development Dep. for the City of L. A. _____

- Dr. Elvira Garcia-Armas, Adjunct Professor in the School of Education at USC _____

Please answer the following questions to the best of your ability.

How easy did you find the information to understand? _____

What did you find most useful about our program and your internship experience? _____

Is there any information you feel is missing that would be useful to include? _____

Would you recommend this program to someone else? _____
