

**LEVEL 1**

<b>Content Area I: Child/Youth Growth &amp; Development</b>	<b>Score</b>
Demonstrates awareness of the basic stages of youth development.	
Demonstrates understanding that youth learn and develop through experience.	
Demonstrates awareness of cultural and environmental factors and the effects those factors may have on behavior and development.	
Responds positively, through actions, to the individual needs of all youth.	
<b>Subtotal Content Area I</b>	<b>0</b>

Further Development Necessary = 0  
 Proficient = 1  
 Commendable = 2

<b>Total Content Area I</b>	<b>Average Content Area I</b>
<b>0</b>	<b>0</b>

<b>Content Area II: Learning Environment and Curriculum</b> <i>Creating the Learning Environment and General Curriculum</i>	<b>Score</b>
Supports a positive, safe, and inclusive environment.	
Follows appropriate program structure including a daily schedule and routine.	
Supports and encourages youth participation in a variety of activities.	
Demonstrates understanding of the importance of youth involvement in the planning process.	
Demonstrates recognition of the importance of connections between what is learned in school and other experiences.	
<b>Section Subtotal</b>	<b>0</b>

<b>Average Score for Section</b>
<b>0</b>

<b>II: Learning Environment and Curriculum</b> <i>Promoting Physical Development</i>	<b>Score</b>
Facilitates a variety of physical activities that meet the interests, development, and skill levels of youth.	
Interacts with and engages youth while providing group supervision during physical activities.	
Provides an opportunity for both structured and unstructured play.	
<b>Section Subtotal</b>	<b>0</b>

<b>Average Score for Section</b>
<b>0</b>

<b>II: Learning Environment and Curriculum</b> <i>Promoting Cognitive Development</i>	<b>Score</b>
Facilitates a variety of cognitive and other enrichment activities that meet different interest and skill levels.	
Encourages youth to ask questions for understanding and actively listens to the responses given.	
Actively interacts with youth during cognitive experiences.	
<b>Section Subtotal</b>	<b>0</b>

<b>Average Score for Section</b>
<b>0</b>

<b>II: Learning Environment and Curriculum</b> <i>Promoting Communication Skills</i>	Score
Demonstrates understanding that youth communicate in a variety of ways.	
Models active listening and verbal skills.	
Communicates appropriately and respectfully.	
Stimulates conversation with and between youth.	
<b>Section Subtotal</b>	<b>0</b>

Further Development Necessary = 0  
 Proficient = 1  
 Commendable = 2

Average Score for Section	0
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<b>II: Learning Environment and Curriculum</b> <i>Promoting Social Development</i>	Score
Treats youth as individuals, respecting their own strengths and needs and encouraging mutual respect.	
Provides an environment that is conducive to the exploration and development of social skills.	
Demonstrates an understanding that periods of stress and transition may affect youth's social development.	
Engages youth in positive, supportive conversations and interactions.	
<b>Section Subtotal</b>	<b>0</b>

Average Score for Section	0
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<b>II: Learning Environment and Curriculum</b> <i>Promoting Creative Expression</i>	Score
Encourages the process of creating as well as the end product.	
Encourages individuality.	
Accepts cultural differences that may affect the ways in which youth express individual creativity.	
<b>Section Subtotal</b>	<b>0</b>

Average Score for Section	Total Content Area II	Average Content Area II
0	0	0

<b>Content Area III: Child/Youth Observation and Assessment</b>	Score
Demonstrates understanding that youth develop at their own pace.	
Demonstrates understanding of how positive youth experiences lead to positive youth outcomes.	
Assists with collection of information about youth behaviors.	
Maintains confidentiality regarding observation and assessment information.	
Demonstrates knowledge that environmental factors that may place youth at risk.	
Shares concerns about behavior and environmental factors with supervisor.	
<b>Subtotal Content Area III</b>	<b>0</b>

Total Content Area III	Average Content Area III
0	0

<b>Content Area IV: Families, Schools and Communities</b> <i>Relationships with Families</i>	<b>Score</b>
Respects the role of the family as central to the development of youth.	
Establishes positive communication and relationships with families.	
Demonstrates understanding of diverse family structures.	
Maintains confidentiality	
Uses inclusive language that is respectful of all family types.	

**Section Subtotal** **0**

<b>IV: Families, Schools and Communities</b> <i>Connection with Schools</i>	<b>Score</b>
Demonstrates recognition of the importance of connecting schools with the afterschool program to improve academic performance.	
Supports in-school learning and development.	

**Section Subtotal** **0**

<b>IV: Families, Schools and Communities</b> <i>Use of Community Resources</i>	<b>Score</b>
Demonstrates understanding of the importance of community resources that support and assist youth and families.	
Works cooperatively and appropriately with volunteers and partners.	

**Section Subtotal** **0**

Further Development Necessary = 0  
 Proficient = 1  
 Commendable = 2

<b>Average Score for Section</b>
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0

<b>Average Score for Section</b>
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0

<b>Average Score for Section</b>	<b>Total Content Area IV</b>	<b>Average Content Area IV</b>
0	0	0

<b>Content Area V: Health, Safety, and Nutrition</b> <i>Knowledge of Regulations</i>	Score
Demonstrates understanding of and follows regulations or policies regarding health and safety, including emergency, illness, and injury procedures.	
Adheres to program policies for arrival and dismissal procedures.	
Demonstrates knowledge of basic first-aid.	
Uses emergency supplies and equipment as needed.	
Participates in crisis plans and drills (e.g., fire, tornado, earthquake, and lockdown, etc).	
Follows supervision policies and ratio requirements to ensure safety of youth.	
Follows safety regulations and policies regarding all youth.	
<b>Section Subtotal</b>	<b>0</b>

Further  
Development  
Necessary = 0

Proficient = 1

Commendable =  
2

Average Score for Section
0

<b>V: Health, Safety, and Nutrition</b> <i>Environmental Safety</i>	Score
Maintains and encourages safety in all areas, both indoors and outdoors.	
Uses safe materials and equipment for activities.	
Actively supervises and interacts with youth.	
Reports unsafe conditions to supervisor.	
Enforces safety precautions and rules consistently.	
<b>Section Subtotal</b>	<b>0</b>

Average Score for Section
0

<b>V: Health, Safety, and Nutrition</b> <i>Nutrition and Healthy Lifestyles</i>	Score
Practices safe food handling and follows general sanitation practices.	
Monitors the eating habits of youth to encourage a healthy diet.	
Demonstrates understanding of health hazards in meals (e.g., allergies, choking) and takes steps to prevent dangerous situations.	
Models and encourages healthy behavior.	
<b>Section Subtotal</b>	<b>0</b>

Average Score for Section
0

<b>V: Health, Safety, and Nutrition</b> <i>Responding to Health Needs of Youth</i>	Score
Models and provides directions on sanitary behaviors.	
Helps youth practice appropriate hand-washing techniques.	
Ensures that safe restroom and personal hygiene procedures are followed.	
Follows universal safety precautions.	
Follows appropriate procedures for responding to youth's injuries.	
Observes youth daily and follows policies and procedures regarding signs of illness and suspected signs of abuse and neglect and reports to supervisor.	
<b>Subtotal Content Area V</b>	<b>0</b>

Average Score for Section	Total Content Area V	Average Content Area V
0	0	0

<b>Content Area VI: Interactions with Children/Youth</b> <i>Providing Individual Guidance</i>	Score
Welcomes and engages all youth in daily conversation that is in a positive, warm, and nurturing manner.	
Models recognition and expressions of feelings by responding appropriately to youth.	
Models positive behavior and uses positive behavior guidance.	
Addresses specific problem situations or behaviors without labeling youth.	
<b>Section Subtotal</b>	<b>0</b>

Further Development Necessary = 0

Proficient = 1

Commendable = 2

<b>Average Score for Section</b>	<b>0</b>
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<b>VI: Interactions with Children/Youth</b> <i>Enhancing Group Experiences</i>	Score
Demonstrates awareness of age-specific group dynamics.	
Promotes positive peer interactions through a variety of youth activities.	
Uses prepared and flexible plans for all activities.	
Leads activities in a positive, relaxed, and pleasant atmosphere.	
Maintains direct supervision of youth to ensure participation at all times.	
Assists youth in handling daily routines, transitions and unexpected changes.	
Demonstrates understanding of the need to be organized and flexible when working with youth.	
<b>Subtotal Content Area VI</b>	<b>0</b>

<b>Average Score for Section</b>	<b>Total Content Area VI</b>	<b>Average Content Area VI</b>
<b>0</b>	<b>0</b>	<b>0</b>

<b>Content Area VII: Program Planning and Development</b> <i>Program Planning and Evaluation</i>	Score
Demonstrates understanding of the program's mission and philosophy.	
Maintains appropriate records.	
Demonstrates understanding of the importance of involving youth in the planning and evaluation process.	
Complies with program policies and standards.	
Contributes to the program team.	
<b>Section Subtotal</b>	<b>0</b>

<b>Average Score for Section</b>	<b>0</b>
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<b>VII: Program Planning and Development</b> <i>Personnel Management</i>	Score
Demonstrates understanding of and adheres to program's personnel policies and procedures.	
Works effectively with peers, support staff, volunteers, and supervisors.	
<b>Section Subtotal</b>	<b>0</b>

<b>Average Score for Section</b>	<b>0</b>
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<b>VII: Program Planning and Development</b> <i>Financial Management</i>	Score
Follows the program's financial policies and procedures.	
<b>Subtotal Content Area VII</b>	<b>0</b>

<b>Average Score for Section</b>	<b>Total Content Area VII</b>	<b>Average Content</b>
<b>0</b>	<b>0</b>	<b>0</b>

<b>Content Area VIII: Professional Development and Leadership</b> Displaying Professionalism in Practice	Score
Meets program's performance expectations as outlined in job description.	
Enjoys working with youth and models a positive attitude.	
Exhibits good hygiene and a neat personal appearance.	
Demonstrates good work habits to include working independently or as a team member.	
Supports and complies with policies and procedures in accordance with the organization's mission.	
Demonstrates understanding of personal growth and performance improvement.	
Demonstrates awareness and knowledge of professional ethics to include areas of youth development and confidentiality.	
Demonstrates knowledge of and commits to the program's mission, philosophy and goals.	
Demonstrates respect for self and others.	
<b>Section Subtotal</b>	<b>0</b>

Further Development Necessary = 0  
 Proficient = 1  
 Commendable = 2

Average Score for Section
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0

<b>VIII: Professional Development and Leadership</b> Ongoing Professional Growth	Score
Participates in professional development opportunities.	
Accepts advice and feedback to improve practice.	
Sets goals to improve skills and abilities in the field of youth development.	
<b>Section Subtotal</b>	<b>0</b>

Average Score for Section
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0

<b>VIII: Professional Development and Leadership</b> Leadership and Advocacy	Score
Models professional behavior and leadership qualities.	
Demonstrates understanding of the importance of providing youth with leadership opportunities.	
<b>Subtotal Content Area VIII</b>	<b>0</b>

Average Score for Section	Total Content Area VIII	Average Content Area VIII
0	0	0