

SAMPLE EXIT QUESTIONNAIRE

<<Program name/logo>>

Member Evaluation <<Year>>

Please complete and return this to your supervisor by <<date>>.

1. Do you feel that your service has “made a difference” (had an impact) in your community? In what ways?
2. How has this experience contributed to your personal growth?
3. What information or training obtained through our program best prepared you for this past year’s service?
4. What additional information or training would have helped you carry out your service more effectively?

9. Was your orientation helpful? In what ways? How could it be improved? (Please include the << program name or VISTA>> orientation as well as training you received at your site prior to beginning your service).

10. Would your program have benefited from more publicity? If so, what suggestions do you have for improvement in this area?

11. Describe your greatest success of the past year.

12. Assess the quality of support provided by <<the program>>.

13. What do you consider to be the greatest strength of our program? The most obvious weakness?

14. How prepared do you feel to field questions about national service programs in general (such as VISTA and AmeriCorps) and <<your specific program>>? What has helped prepare you? What other types of information or training would have been helpful to you?

15. Upon completion of your year with <<program name>>, do you plan to continue your involvement in community service? If yes, in what ways? If no, why not?

16. Overall, how satisfied are you with your VISTA experience?

- Very Satisfied
- Satisfied
- Undecided
- Dissatisfied
- Very Dissatisfied

Please put other comments on the back of this page. We thank you and appreciate your thoughtful responses!

SAMPLE EXIT INTERVIEW SURVEY

	Not Helpful				Very Helpful
Staff members were helpful in providing continuing assistance and clarity about my role, responsibility and rights as a VISTA.	1	2	3	4	5
My placement site was helpful in providing continuing assistance and clarity about my role, responsibility and rights as a VISTA.	1	2	3	4	5
<<insert survey statement>>	1	2	3	4	5
<<insert survey statement>>	1	2	3	4	5
<<insert survey statement>>	1	2	3	4	5
Comments/Suggestions:					

Upon finishing this year of service do you plan to (check all that apply):

- Re-enroll in VISTA or AmeriCorps
- Enroll in a 2 year degree program
- Seek full time employment at host site or other community based organization
- Enroll in a 4 year degree program
- Enroll in graduate school
- Seek full time employment elsewhere
- Not sure yet
- Other:(*Please specify*)

What impact has your VISTA experience and your placement site had on this decision?

What were your goals in joining VISTA? Please check all that apply.

- To help others/ perform a community service
- To be a part of a national movement
- To learn about or work with different ethnic/ cultural groups
- To explore future job/education interests
- To get an education award
- To get a job/earn money
- To get involved with community development
- Other:

Do you feel that your goals – as indicated above – were met?

- Yes
- No

Why/ Why not?

Do you plan to volunteer/provide service in your community during the coming year?

- Yes
- No

If YES, in which of the following ways do you plan to be involved?

SERVICE ACTIVITY	INVOLVEMENT				
	Certain	Very Likely	Likely	Not Very Likely	Not at All
I WILL . . .					
Be aware of my community's needs					
Provide solutions/services to help meet my community's needs					
Participate in community boards, government, or forums					
Volunteer my time to community organizations and events					
Look for ways to express my opinions in the community					
Assist my neighbors when they need help					
Find ways to give back to the community					
Learn about community resources and services					
Vote					
Work in non-profit/community development arena					
Other:					

What areas did you receive training on throughout your service year?

Please check all that apply.

- Effective Communication
- Computers (Spreadsheets, Word Processing)
- Public Speaking
- Planning/Time Management
- Diversity
- Conflict Resolution
- Meeting Facilitation & Planning
- CPR/First Aid
- Grant Writing
- Career Plan Development
- Resume/Cover letter Writing
- Effective Work Strategies
- Data Collection Techniques
- Affordable Housing Development
- Community Organizing
- Designing & Managing Youth Programs
- Economic Development/ Commercial Corridor
- Home Ownership Counseling
- Tenant Counseling/Organizing
- Neighborhood Outreach
- Resource Identification
- Team Building/Collaboration
- Volunteer Recruitment

On a scale of 1 to 5 where “1” means “Not at All” and “5” means “A Lot,” please rate how much you feel your skills improved in each area that you received training in over the course of your service year. Please mark NA if you did not receive training in that area.

	Not at All				A lot	
Effective Communication	1	2	3	4	5	NA
Computers (Spreadsheets, Word Processing)	1	2	3	4	5	NA
Public Speaking	1	2	3	4	5	NA
Planning/Time Management	1	2	3	4	5	NA
Diversity	1	2	3	4	5	NA
Conflict Resolution	1	2	3	4	5	NA
Meeting Facilitation & Planning	1	2	3	4	5	NA
CPR/First Aid	1	2	3	4	5	NA
Grant Writing	1	2	3	4	5	NA
Career Plan Development	1	2	3	4	5	NA
Resume/Cover letter Writing	1	2	3	4	5	NA
Effective Work Strategies	1	2	3	4	5	NA
Data Collection Techniques	1	2	3	4	5	NA
Affordable Housing Development	1	2	3	4	5	NA
Community Organizing	1	2	3	4	5	NA
Designing & Managing Youth Programs	1	2	3	4	5	NA
Home Ownership Counseling	1	2	3	4	5	NA
Tenant Counseling/Organizing	1	2	3	4	5	NA
Neighborhood Outreach	1	2	3	4	5	NA
Resource Identification	1	2	3	4	5	NA
Team Building/Collaboration	1	2	3	4	5	NA
Volunteer Recruitment	1	2	3	4	5	NA

What training opportunities (workshops/ sessions) did your program provide to assist you with your service?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

What training opportunities (workshops/ sessions) did your site provide to assist you with your service?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

On a scale of 1 to 5 where “1” means “Not Helpful” and “5” means “Very Helpful,” please rate the following statements:

	Not helpful				Very Helpful	
The sessions offered at the PSO were helpful in preparing me for my service.	1	2	3	4	5	NA
The workshops offered through my program were helpful in preparing me for my service.	1	2	3	4	5	NA
The workshops offered through my placement site were helpful in preparing me for my service.	1	2	3	4	5	NA

Please provide examples of how the various trainings could have better prepared you for your service.

During the course of this service year, did you have an issue or concern which you sought advice/ guidance from:

	Yes	No
Your site		
Your program		
State Office/CNCS		

If “YES,” please identify a problem you may have encountered where the staff assistance received was provided professionally, sensitively or well.

On a scale of 1 to 5 where “1” means “Not Well” and “5” means “Very Well,” please rate the following statements:

	Not Well				Very Well	
The service I received from my site on individual needs was professional and sensitive to my needs at that time.	1	2	3	4	5	NA
The service I received from my program on individual needs was professional and sensitive to my needs at that time.	1	2	3	4	5	NA
The service I received from State Office/CNCS staff on individual needs was professional and sensitive to my needs at that time.	1	2	3	4	5	NA

On a scale of 1 to 5 where “1” means “Poor” and “5” means “Excellent,” please complete the following statements:

	Poor				Excel- lent	
My experience with my site was:	1	2	3	4	5	NA
My experience with my program was:	1	2	3	4	5	NA
My experience with VISTA was:	1	2	3	4	5	NA

Please use this space to provide any other comments or recommendations that you would like to share with us.