Volunteer Field Representative (VFR) Evaluation

This form is to be completed by the district president in order to provide feedback to the National Exchange Club regarding volunteer field representatives and their performance. Your honest response to this questionnaire is appreciated. Please complete this questionnaire within two weeks of the VFR’s visit to your district and return it to: National Exchange Club, 3050 Central Avenue, Toledo, OH 43606. Thank you!

DISTRICT: ________________________________________________________________________________

VFR ASSIGNMENT: ___________________________________ DATE OF VISIT: _____________________

PURPOSE: ________________________________________________________________________________

I. YOUR OVERALL ASSESSMENT OF THE VFR’S VISIT:

☐ Outstanding
☐ Good
☐ Acceptable
☐ Somewhat unacceptable
☐ Poor

II. PLEASE RATE THE VFR IN THE FOLLOWING AREAS:
Rating scale: 1 = outstanding; 2 = good; 3 = acceptable; 4 = somewhat unacceptable; 5 = poor

☐ Preparation for assignment
☐ Performance as a representative of national organization
☐ Interaction with district and club members
☐ Attainment of assignment’s objectives
☐ Presentation/speaking skills
☐ Guidance and encouragement of district leaders

III. ADDITIONAL COMMENTS:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

Respondent: ___________________________ Title: ___________________________ Date: ________________