# Alternative Agency Line Manager Appraisal Form

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| --- |
| Student: |
| Agency: |
| Line Manager: |

Please place a mark on the grid, highlighting where you feel the student is in terms of their professional competence. Then comment on the student’s competence as a trainee worker, giving examples and including strengths, weaknesses and any particular areas of concern.

## Competence 1: Values, Principles & Practice

Students need to demonstrate that they understand the principles and practice of professional work in their field. They need to be clear about their own values and role and show accountability, good practice and good management of self.

### Comments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | No opportunity to demonstrate | Not (yet) safe to practice | Safe to practice | Competent | Good | Excellent |
| Insert ‘x’ in the appropriate box |  |  |  |  |  |  |

### Competence 2: Leadership & Management

Students need to understand different approaches to leadership and management and work within the policies and procedures appropriate to their context. They need to demonstrate their ability to manage work and workers and network with other agencies.

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### Comments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | No opportunity to demonstrate | Not (yet) safe to practice | Safe to practice | Competent | Good | Excellent |
| Insert ‘x’ in the appropriate box |  |  |  |  |  |  |

## Competence 3: Communities & Contexts

Students need to understand the dynamics and characteristics of communities and organisations and engage in community profiling and development. They need to demonstrate a commitment to participation and collaborative work.

### Comments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | No opportunity to demonstrate | Not (yet) safe to practice | Safe to practice | Competent | Good | Excellent |
| Insert ‘x’ in the appropriate box |  |  |  |  |  |  |

## Competence 4: Learning and Informal Education

Students need to show their understanding of how people learn and apply a variety of learning styles. They need to demonstrate their ability to effectively facilitate learning with people individually and in a group context.

### Comments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | No opportunity to demonstrate | Not (yet) safe to practice | Safe to practice | Competent | Good | Excellent |
| Insert ‘x’ in the appropriate box |  |  |  |  |  |  |

**Comments:**

## Competence 5: Building Purposeful Relationships

Students need to understand issues around development, empowerment and current culture. They need to demonstrate effective communication and relationship skills and undertake a variety of roles in relation to their work with service users.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | No opportunity to demonstrate | Not (yet) safe to practice | Safe to practice | Competent | Good | Excellent |
| Insert ‘x’ in the appropriate box |  |  |  |  |  |  |

## Competence 6: Professional and Ministerial Formation

Students should be able to demonstrate their capacity to practice with increasing professionalism and appropriate autonomy and to engage in process of critical and theological[[1]](#footnote-2) reflection.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | No opportunity to demonstrate | Not (yet) safe to practice | Safe to practice | Competent | Good | Excellent |
| Insert ‘x’ in the appropriate box |  |  |  |  |  |  |

### In your professional opinion is the student safe to practice professionally Yes/Not Yet.

|  |  |
| --- | --- |
| Signed: | Date: |
| Name: | Role in Agency: |

1. We are aware that not all agencies will be able to comment on processes of theological reflection. [↑](#footnote-ref-2)