

FIELDWORK PERFORMANCE EVALUATION

Student Sean Dillon Make 2 copies

Workplace Supervisor Kenya Freeman Circle: Mid-term Final

Objectives & Evaluation Criteria (List enabling objectives from the Contract)	No Progress To Date	Satisfactory Progress	Superior Progress
Training and Development Needs Assessment			✓
Training and Development Needs Analysis			✓
List of recommended training and development programs			✓
Task Analysis			
Training and Development Plan			
Training Materials			
Trainer Materials			
Training Curriculum			
Scheduled trainings			
Training and Development Evaluation			

Comments: Goal Achievement at completion: None / Proficient Mastery

See other sheet

Evaluator's Signature Kenya Freeman

Date 2/21/2025

Student's Signature SD

Date 2/21/2025



February 21, 2025

Sean Dillon,

Thank you for sharing your thoughts and the training and development needs assessment report. I have carefully reviewed the feedback, and I believe it reflects a clear and thorough understanding of the key areas for growth and improvement. You did an excellent job of identifying the specific skills and competencies that require further attention. The structure of the report is well organized and the analysis of both strengths and areas for development is spot on. I appreciated how you included both immediate and long-term recommendations, making it easier to prioritize action items. One suggestion I have is to perhaps include a bit more detail in terms of specific timelines or measurable goals, as this could help track progress more effectively. Overall, it is a solid foundation that we can use to build a tailored development plan moving forward. Great work!

Kenya Freeman

A handwritten signature in dark ink, appearing to read "Kenya Freeman", written in a cursive style.

President/CEO