



## Advisor's Self-Evaluation Checklist

Please answer the following questions as they relate to your role as a student organization advisor. Fill in the blanks in front of each question using the following scale:

5 = all the time 4 = most of the time 3 = some of the time 2 = almost never 1 = never

- \_\_\_\_\_ I actively provide motivation and encouragement to members.
- \_\_\_\_\_ I know the goals of the organization.
- \_\_\_\_\_ I know the group's members.
- \_\_\_\_\_ I attend regularly scheduled executive board meetings.
- \_\_\_\_\_ I attend regularly scheduled organizational meetings.
- \_\_\_\_\_ I meet regularly with the officers of the organization.
- \_\_\_\_\_ I attend the organization's special events.
- \_\_\_\_\_ I assist with the orientation and training of new officers.
- \_\_\_\_\_ I help provide continuity for the organization.
- \_\_\_\_\_ I confront the negative behavior of members.
- \_\_\_\_\_ I understand the principles of group development.
- \_\_\_\_\_ I understand how students grow and learn.
- \_\_\_\_\_ I understand the principles that lead to orderly meetings.
- \_\_\_\_\_ I have read the group's constitution and by-laws.
- \_\_\_\_\_ I recommend and encourage without imposing my ideas and preferences.
- \_\_\_\_\_ I monitor the organization's financial records.
- \_\_\_\_\_ I understand the principles of good fund raising.
- \_\_\_\_\_ I understand how the issues of diversity affect the organization.
- \_\_\_\_\_ I attend conferences with the organization's members.
- \_\_\_\_\_ I know the steps to follow in developing a program.
- \_\_\_\_\_ I can identify what members have learned by participating in the organization.
- \_\_\_\_\_ I know where to find assistance when I encounter problems I cannot solve.