



## Stewards Individual Placements Final Report and Post-Survey

**PLEASE NOTE: This is only a template. You'll need to submit your responses via this link:**  
<https://form.jotform.com/StewardsIPP/StewardsFinalReportandPostSurvey>

Please respond to these questions thoroughly and thoughtfully and answer in complete sentences and paragraphs.

You cannot save your progress, so be prepared to complete the report in one sitting. We suggest typing your answers in a separate document and copy and paste into this form if you are worried about time and allotting at least 30 minutes to complete the final report and post-survey.

You will be asked to upload photos and a photo caption document. Please have those readily available. These can be photos of you in your normal work environment whether that is the office or the field. If you haven't already, please view this 20 minute video regarding the importance of photo documentation.

<https://youtu.be/IP8tjOhqxTk>

\*\*Please note, a copy of this report will be automatically sent to your supervisor upon submission. Survey questions will be excluded.

**First Name \***

**Last Name \***

**Email \***

example@example.com

**Site Name (Please do not abbreviate) \***

**Supervisor Name \***

**Supervisor Email \***

example@example.com

**Start Date \***

Month Day Year

**End Date \***

Month Day Year

**What Initiative are you with? \***

If you aren't sure, please ask your Stewards Coordinator.

**Who is your Stewards Coordinator? \***

**What is the length of your position? \***

300-675 hours / 1-25 weeks

900-1700 hours / 26-52 weeks

## **SIP Final Report**

**Please summarize all of your project work completed for your entire term of service. Which of these projects are you most proud of? \***

**If you could make one recommendation to the Director of the National Park Service on how the NPS can better connect with young people/adults what would you say? \***

**What other jobs/career fields would you be interested in learning more about? \***

**Do you feel as if your project work made a contribution towards the mission of the National Park Service? How so or why not? \***

Why are the national parks important to you?\*

**How much influence did the SIP program have on your answer to the previous question? Please rate from 1 (no influence) to 5 (a lot of influence). Select one: \***

1 2 3 4 5

No Influence

A lot of Influence

**Did your experience during this internship influence your career goals? If so, how? \***

**If you received any trainings and/ or certifications during your term, please choose all that apply. If none on the list apply, please select other and describe the training and/or certification you received. \***

First Aid/CPR/AED

Wilderness First Responder

OSHA 30 hour training

Pesticide Applicator

Urban Forestry Certification

Wilderness First Aid

OSHA 10 hour training

Commercial Driver's License

Stormwater management or Green Infrastructure Certification

Strata IT Fundamentals

**In order to follow up with you on your professional accomplishments, we would like to be able to contact you after your internship concludes. Please enter your preferred method of contact.**

Response

Phone

Email

**Do you have a job, internship, or apprenticeship lined up after you complete your term? \***

**Please describe in greater detail what your plans are after you complete this internship. If you are transitioning to a federal position, please include the position title and the GS level for our reporting. \***

**Please describe how you plan to use your AmeriCorps Education Award (if applicable).**

**We value your feedback and use these reports to improve experiences for future members of our program. Please use this space to add any additional comments.**

## **Photo Upload**

Please upload the following:

1. Upload **5 high resolution photos** with you in them. These can be photos of you in your normal work environment, whether that is the office or the field.
2. Please name photos in the following format: Site Name\_year\_Program\_Last Name\_First Name\_Photo1  
Ex: GRD\_2019\_SIP\_Smith\_John\_Photo1
3. Upload a completed photo caption Word document describing your photos.

## **Final Products Upload**

Please upload examples of your project work. Please note, this does not have to be a finished product. If your product is still a work in progress, please clearly mark it as DRAFT using a watermark or something similar.

Examples can be found [here](#).

# SIP Post-Survey

Your evaluation of Stewards and your Supervisor(s) helps us maintain high quality positions. Combined with your reports, this evaluation helps Stewards understand your experience from the ground up, highlighting program successes and areas for improvement. Please answer these questions honestly. We will not show your evaluation to your supervisor and it will not influence your ability to participate in another Stewards program. Your feedback is important and will be taken seriously.

**Was enrollment in the program adequate? \***

Yes

No

**Did your mentor discuss your career goals and/or professional development opportunities with you? \***

Yes

No

**Were staff other than your mentor available to provide guidance and support for your project? \***

Yes

No

**Comments (optional)**

**Did you receive your uniform from Arborwear? \***

Yes

No

**About how long did your uniform take to arrive? Do you have any comments you'd like to share? \***

**Did you attend any SIP Webinars hosted by Ecological Society of America (ESA)? \***

**If yes, where did you find information on joining the webinars? \***

**If your position was eligible for the Public Land Corps Hiring Authority (PLC), do you plan to use it?**

**Please briefly describe your current views on stewardship, conservation or preservation in 2 -3 sentences. \***

**Did you enjoy working with the NPS unit that hosted your project? \***

**Please describe your favorite aspect of your experience as a SIP participant. \***

**Please rate your level of interest in pursuing a career with state or federal public land agencies. \***

1 2 3 4 5

Not Interested

Very Interested

**Please rate your understanding of job opportunities available in the following career paths.**

Poor   Fair   Good   Very Good   Excellent

Private Industry (e.g., for-profit)

Academics (research & teaching)

Non-profit/Charity

Federal, State, & Local Government Agencies

**Please assess the quality of the internship and how well it matched your expectations.**

Strongly Disagree   Disagree   Neither Agree nor Disagree   Agree   Strongly Agree

I was set up for success at the beginning of this internship.

The daily duties and skills required by this position accurately matched the position description from the internet and during my interview.

This position helped to define or further refine my professional goals.

The position helped me build skills and gain experience to become a competent professional in my field.

This position increased my ability to interact with diverse groups of people.

I would participate in this program again.

**Elaborate on any topics related to the quality of the internship and how it helped or hindered you professionally.**



Please assess the quality of support from Stewards.

Disagree      Neither Agree  
                         nor Disagree      Agree      Strongly  
   Agree

**Stewards staff provided helpful support with the onboarding process.**

**Stewards staff gave clear explanations of AmeriCorps requirements.**

**Stewards staff addressed questions/concerns in a timely manner.**

**Stewards staff addressed questions I had about professional goals.**

**Stewards staff provided useful training resources to support my professional development.**

**I would participate in this program again.**

**Elaborate on any topics related to the quality of support from Stewards.**

**Please assess the quality of support from your Supervisor (mentor).**

**Strongly Disagree      Disagree      Neither Agree nor Disagree      Agree      Strongly Agree**

**I had ongoing communication with my supervisor throughout my term and received adequate supervision.**

**I felt encouraged to participate in personal and professional development opportunities by my supervisor and/or other staff at the Park.**

**My site supervisor provided clear and sufficient training for new skills.**

**My site supervisor provided ongoing positive and constructive feedback.**

**My site supervisor clearly communicated work expectations.**

**Elaborate on any topics related to the quality of support from Supervisor (mentor).**

### **Monthly Accomplishment Form Submission**

You should have received automatic emails from Conservation Legacy on the 5th of each month during your term asking you to submit a monthly accomplishment form. If you have not submitted any information in that form, please find the link in your email and complete one for your entire term.

Have questions about these accomplishments? Visit this resource for guidance or ask your program contact.

**Again, just a reminder, a copy of your Final Report will be automatically sent to your Supervisor upon submission. Supervisor evaluation will be excluded.**

If you have other questions or concerns you would like to bring up, please contact your coordinator, {whols}, directly at {coordinatorEmail}