Tower Hamlets Advice Support Project

Volunteer Supervision Record

Volunteer Name….……………………………………………………….

Supervisor Name………………………………......Date………....……

Suggested Topics to be discussed:

* What’s gone well
* What’s been difficult
* Client care/interview techniques
* Case work – what experience volunteer is gaining, is there anything else recommended to develop skills
* Reliability/time keeping/commitment
* Training/support needs and recommendations (including shadowing, reading information, online resources and formal training courses)
* Other

# Targets/actions for next month

# Review of targets/actions agreed at last meeting (if applicable)

Time/date of next supervision meeting