

FORM D: PUT into PRACTICE**MAIN SITE + YOUR COACH**

NAME: _____

SITE NAME & COACH: _____

Now it's your turn to be critiqued! Give this form to your coach when you lead a workday at your **MAIN** site. Your coach should take notes in the spaces below for you to refer back to as you prepare for your own workdays in the future

*Tips are provided on what workday components to look for

ADVANCED PLANNING

Tip: Verbal check of what was done to prepare for the workday

SITE LOCATION, STEWARDSHIP GOAL, LEADER AND GROUP DECISIONS, SIGNAGE DISPLAYED

Tip: Adjustments made during the workday

INTRO SPEECH

Tip: Welcome, waivers, explanation of goals for site & how to accomplish them, safety talk,

FLOW OF WORKDAY

Tip: Volunteers are working safely and engaged; job assignments; floating around to support others

PUBLIC ENGAGEMENT, INTERPRETIVE MOMENTS, BREAK TIME**WRAP UP & END of DAY**

Tip: Appreciation given, Safe Site Condition at departure

GENERAL COMMENTS & NEW IDEAS/TECHNIQUES LEARNED

E-mail completed form to volunteer.fpd@cookcountyl.gov or fax to 773.792.0539