

Supervision Documentation

Employee:	
Supervisor:	
Date:	

Topics discussed:

Duties & Expectations

Professionalism

Judgment

Communication Skills

Attitude

Time Management

Decision Making

Problem Solving

Initiative

Flexibility

Self Awareness

Accountability

High Risk Issues

Goals & Objectives

Other:

Comments:

Strengths:



Challenges:

Tasks to be completed by the next supervision session or date specified:

Employee Signature		Date	
Supervisor Signature		Date	

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