



WRITTEN SURVEY RUBRIC 2016-17

School Name: _____

Judge Name: _____

For further clarification of judging criteria, please refer to the SIA Written Survey Questions document.
This Rubric corresponds directly to that document.

Criteria	Evidence Points	4 points	3 points	2 points	1 point	Points Awarded	Comments
YOUR SERVICE: (Award one point for each element below if included, up to maximum of 5 points total for this section)	<i>Judges: Please do not enter points in any of the shaded areas.</i>						
Name and Description of Project(s)- 1 pt.							
Importance of Project(s)- 1 pt.							
Goals for Project(s)- 1 pt.							
Innovative Aspects- 1 pt.							
Meet or Exceed- 1 pt.							
SECTION TOTAL POINTS							
LEADERSHIP: (23 total points possible)	Evidence Points	4 points	3 points	2 points	1 point	Points Awarded	Comments
Organized Team to Take Best Advantage of Skills and Talents of Members- Award 1-4 pts.		Team evaluated skills and talents of members and organized accordingly. Officers or team leaders were established and committees or work teams were formed. Teams were managed effectively to maximum participation.			Team demonstrated little organizational structure and management. A small number of team members did all the work.		



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Process Used to Organize Tasks and Stay on Track- Award 1-4 pts.		Team established goals and met regularly to review progress. Team members were held accountable by team for results			No system of setting goals or tracking progress was in place. Team members were not held accountable for results.		
Process for Setting Vision- Award 1-4 pts.		Team worked together to set a vision for the work of the team. All members had input and took ownership of the vision.			Team was working without a clear vision. Team did not appear to have worked together to form a shared vision.		
Collaboration as Team- Award 1-4 pts.		Team worked collaboratively to come up with creative solutions to problems and utilized the best thinking of the group. Team understood the differences in leadership styles and overcame the challenges of working collaboratively.			Team had many challenges working collaboratively and as a result a small number of team members took on the majority of the work of the team.		
Learnings about Leadership- Award 1 pt. if included.							
Evidence- Award up to 6 points based on number and quality of evidence							



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SECTION TOTAL POINTS							
ENGAGEMENT: (23 total points possible)	Evidence Points	4 points	3 points	2 points	1 point		Comments
Use of Various Communication Methods or Tools to Promote and Tell Stories- 1-4 pts.		Team used a wide variety of communication methods or tools to promote their activities and to share results and impact including in-school, print, social, online and in-person vehicles.			Team used a small number of communication methods or tools to promote their activities and share results and impact.		
Community Groups or Schools Engaged in Activities- 1-4 pts.		Team engaged more than three different schools or community organizations in working with them on service efforts. They outreached to and/or met outside school and groups and pitched them on becoming involved. They followed up and formed solid working relationships.			Team made little effort to involve other schools or community groups in their activities.		



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Recognizing Outstanding Service in Others- 1-4 pts.		Team recognized members of both the school and outside community using JAF Certificates in a special ceremony or event that they planned and carried out.			Team members recognized school members during pre-scheduled school events.		
Learnings in Engagement-Award 1 pt. if included							
Evidence- Award up to 10 points based on number and quality of evidence							
SECTION TOTAL POINTS							
TRACKING IMPACT: (10 total points possible)	Evidence Points	4 points	3 points	2 points	1 point		Comments
Total and % of Students Engaged- Award 1 pt.							
Total Volunteer Hours- Award 1 pt.							
Measurable Impact Reported- Award 4 pts.							
Other Measured Results-Award(included above).							



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Number Community Members- Award 1 pt.							
Evidence- Award up to 3 points based on number and quality of evidence							

IMPACT IN STORIES: (13 total points possible)	Evidence Points	4 points	3 points	2 points	1 point		Comments
Difference Service Made in the Lives of People in School, Community, or World- Award 1-4 pts.		Team was able to provide detailed stories about the impact of their service on real people and/or groups in their school, community or world. They made a conscious effort to understand the needs of the people or group involved and could relate the real impact made.			Team made little effort to understand the needs of the people or groups involved and could not tell stories of impact.		
Learning about Impact- Award 1 pt.							
Evidence- Award up to 8							



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points based on number and quality of evidence							
SECTION TOTAL POINTS							

SECTION POINTS SUMMARY	POINTS AWARDED
Your Service (Maximum 5)	
Leadership (Maximum 23)	
Engagement (Maximum 23)	
Tracking Impact (Maximum 23)	
TOTAL POINTS WRITTEN SURVEY (Maximum 74)	