**Instructions for Customizing the Core Volunteer Survey**

Customize this survey based on your Outreach event.

The objective of this survey is to measure whether your volunteers had a good experience, and to collect what feedback they might have for how to improve the event in the future.

The portions of the Survey that you should review for possible customization are highlighted in yellow.

- Add your Event title at the top of the survey.

- Question 1: Based on the Volunteer Roles at your event, add or delete roles listed in question #1.

- Question 2: If you did not offer or encourage training for volunteers before the event, consider dropping this question.

- Question 7: Consider asking what Company the volunteers work for (if applicable). This data could be used for grants, or to report to Sponsors of your event.

After modifying the survey for your event, **delete this page** before printing and **remove all of the yellow** **highlighting** in the survey.

*Consider saving your final survey as a PDF file before printing, as some of the formatting in the Word doc may not look right when printed, depending on the printer.*

**Your Event Title – Volunteer Feedback Form**

**Thank you for volunteering. Please take a few minutes to fill out this survey.**

Your comments and ideas will help make this event better in the future.

1. What was your role at today’s event? (You may choose multiple choices if appropriate.)

a. Planning

b. Registration

c. Speaker or Panelist

d. Activity Leader

e. Role Model/Mentor

f. Safety or Logistics

g. Materials

h. Assessment Team

i. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Did you participate in any training before today’s event to prepare you for the event?

a. No

b. Yes

 Type of training: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Was the training helpful?

| Strongly Disagree | Disagree | Not Sure | Agree | Strongly Agree |
| --- | --- | --- | --- | --- |

1. Please check the boxes below to indicate how much you agree with each statement.

|  | **Strongly Disagree** | **Disagree** | **Not Sure** | **Agree** | **Strongly Agree** |
| --- | --- | --- | --- | --- | --- |
| I provided support and encouragement to the students. |  |  |  |  |  |
| I was approachable. |  |  |  |  |  |
| I described my work to the students at their level of understanding. |  |  |  |  |  |
| This event was very engaging for the students I worked with. |  |  |  |  |  |
| I understood the objectives of this event before working with the participants |  |  |  |  |  |
| I had adequate time to familiarize myself with my duties. |  |  |  |  |  |
| My interactions with other volunteers were positive. |  |  |  |  |  |
| My interactions with girls/parents/educators were positive. |  |  |  |  |  |
| This event was a good use of my time |  |  |  |  |  |
| I would recommend this event to other volunteers. |  |  |  |  |  |

1. Please provide any specific examples of things that worked well.

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1. Please provide any specific examples of ways we could improve this event.

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1. Are you a SWE member?

a. Yes

b. No

1. What company do you work for? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Are you…

 a. Female

 b. Male

1. With what races or ethnicities do you most identify? (Choose all that apply. This question is optional.)

a. White or European American

b. Hispanic, Latino, or Spanish

c. Black or African-American

d. Asian American

e. Native Hawaiian or Pacific Islander

f. Native American or Alaskan Native

g. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Thanks very much for your help! Please hand in your completed survey.**