

## Early Childhood Education Volunteer or Paid-Work Form

### Important:

- To be accepted, the Volunteer / Paid-Work Experience must be completed at a **Licensed Childcare Centre** only.
- Applicants should complete Section 1 and the supervisor of the Childcare Center should complete Section 2 and must sign in the end.  
Typed signatures are invalid, please use a handwritten signature, or use an approved/verifiable Digital signature.
- The person who completes this form should not complete the character reference form for this applicant.
- Keep a copy of this form once completed for yourself, as you will need it when accepted into the program.

### How to submit:

- Please email to [ece@douglascollege.ca](mailto:ece@douglascollege.ca)

### Section 1 – To be completed by the APPLICANT

APPLICANT DOUGLAS COLLEGE STUDENT ID: \_\_\_\_\_

NAME OF APPLICANT: (Printed) \_\_\_\_\_

APPLICANT CONTACT DETAILS: PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

NAME OF VOLUNTEER/WORK SITE: (Printed): \_\_\_\_\_

CENTRE SUPERVISOR NAME: \_\_\_\_\_

CENTRE SUPERVISOR POSITION: \_\_\_\_\_

CENTRE WORK SITE: EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

VOLUNTEER/WORK SITE NAME AND ADDRESS: \_\_\_\_\_

\_\_\_\_\_

### Section 2 – To be completed by the SUPERVISOR AT THE VOLUNTEER/WORK SITE

#### VOLUNTEER EXPERIENCE/EMPLOYMENT DETAILS

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

HOURS/WEEKS: \_\_\_\_\_

TOTAL NUMBER OF HOURS: \_\_\_\_\_

CHILDREN AGED: \_ \_0-6 YEARS \_ \_2-6 YEARS \_ \_3-5 YEARS \_ \_5-7 YEARS

BRIEF DESCRIPTION OF DUTIES: \_\_\_\_\_

WORK HABITS	Poor		Good		Excellent
Attendance	1	2	3	4	5
Punctuality	1	2	3	4	5
Shows initiative	1	2	3	4	5
Works independently	1	2	3	4	5
Works in a team	1	2	3	4	5
Seeks/accepts feedback	1	2	3	4	5
Works with program mandate	1	2	3	4	5

Please comment on the applicant's overall suitability for working with young children.

Please describe the applicant's ability to build supportive or helping relationships with others.

Please comment on the applicant's ability to work collaboratively as a member of a team.

Please identify any particular strengths the applicant demonstrates that would contribute to their success in early childhood education.

Please describe any specific areas where the applicant may benefit from further development or support in working with young children and their families.

Supervisor's Name

Signature

Date