# ANNEX B, APPENDIX 1

# 502 PC – COMMUNITY SERVICE ASSESSMENT INSTRUCTIONS

## GENERAL

No time is allotted for this PC as it is to be administered whenever the cadet completes the activities listed in their community service plan.

## PRE-ASSESSMENT INSTRUCTIONS

1. Gather the 502 PC Community Service Assessment Form.

2. Provide the cadet with a copy of 502 PC Community Service Assessment Form so they can familiarize themselves with the assessment criteria.

## CONDUCT OF ASSESSMENT

1. Review the cadet's record of community service in their logbook to determine their level of participation.

2. Evaluate the cadet's demonstration using the 502 PC Community Service Assessment Form. (*Note*: The cadet may complete their demonstration about one or more of their community service activities prior to full completion of their community service time.)

3. Complete the 502 PC Community Service Assessment Form.

4. Conduct a debriefing. Ask the cadet about the value of their experiences and whether these experiences have encouraged them to make community service a regular part of their lives.

5. Discuss the overall performance results with the cadet and provide them with a copy of the completed 502 PC Community Service Assessment Form.

## POST-ASSESSMENT INSTRUCTIONS

1. Place a copy of the 502 PC Community Service Assessment Form in the cadet's training file.

2. Record the overall result on the cadet's Phase Five / Master Cadet / Proficiency Level Five Qualification Record.



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Verify against the official publication.

## 502 PC – COMMUNITY SERVICE ASSESSMENT FORM

Cadet's Name: _____ Date: _____

*Circle the appropriate description.*

| | Incomplete | Completed With Difficulty | Completed Without Difficulty | Exceeded Standard |
|---|---|---|---|---|
| **Community Service Time** | The cadet did not complete 45 hours of community service. | N/A | The cadet completed 45 hours of community service during Phase Five / Master Cadet / Proficiency Level Five. | The cadet completed 70 hours of community service during Phase Five / Master Cadet / Proficiency Level Five. |
| **Demonstration** | The cadet did not complete a demonstration of their community service. | The cadet's demonstration showcased one or more of the community service activities in which they took part. | The cadet's demonstration showcased one or more of the community service activities in which they took part and highlighted one to three of the cadet's major learning outcomes from the experience. The effort the cadet put into creating their demonstration was evident and the demonstration appealed to a public audience. | The cadet's demonstration showcased one or more of the community service activities in which they took part and highlighted one to three of the cadet's major learning outcomes from the experience. The cadet clearly put a great amount of time and effort into completing a high quality demonstration that was very appealing to a public audience. |



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**Assessor's feedback**:

| Circle one. | **Incomplete** | **Completed With Difficulty** | **Completed Without Difficulty** | **Exceeded Standard** |
|---|---|---|---|---|
| **Overall Performance** | The cadet has not achieved the performance standard by receiving an "incomplete" on the community service time or the demonstration. | The cadet has achieved the performance standard by receiving "completed without difficulty" or "exceeded standard" on the community service time, and "completed with difficulty" on the demonstration. | The cadet has achieved the performance standard by receiving a minimum of "completed without difficulty" on the community service time and the demonstration. | The cadet has exceeded the performance standard by receiving "exceeded standard" on the community service time and the demonstration. |

| **Assessor's Name:** | **Position:** |
|---|---|
| **Assessor's Signature:** | **Date:** |



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