

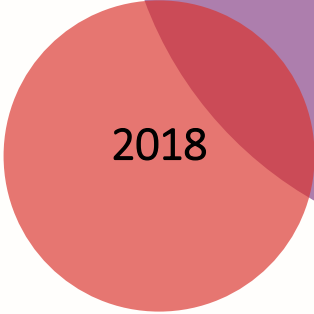
DISCOVERY  
CHILDREN'S  
MUSEUM



FLOOR

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REPORT



2018

Please record observations of “stand-out” employee performances (positive and negative) on the museum floor. These observations should include examples of affirming and adjusting feedback for the purpose of employee coaching and performance evaluations.

Examples:

### **Learning Experiences Team**

<b>Date</b>	<b>Team Member</b>	<b>Comment</b>	<b>Manager</b>
3/1/2018	Team Member A	Team Member A facilitated a lengthy engagement with visitors. She helped them build paper sculptures and taught them about shape and form.	Manager A
3/09/2018	Team Member B	Team Member B received a visitor compliment for her engaging performing arts program.	Manager B
3/11/2018	Team Member C	Team Member C was late coming back from his lunch break. Team Member C was coached verbally.	Manager C

### **Volunteer Services Team**

<b>Date</b>	<b>Volunteer</b>	<b>Comment</b>	<b>Manager</b>
3/5/2018	Volunteer A	Volunteer A assisted a visitor with his engineering project.	Manager A
3/8/2018	Volunteer B	Volunteer B used her cellphone multiple times during his assigned shift. Volunteer B was coached verbally.	Manager B

LEARNING  
EXPERIENCES  
TEAM





**VISITOR SERVICES  
& RETAIL TEAM**





**EXHIBITS &  
FACILITIES TEAM**







YOUTHWORKS  
INTERNS





YOUTHWORKS  
VOLUNTEERS



