



**Circles of Support Project**  
**Fieldworker Development Diary**

## **CIRCLES of SUPPORT PROJECT Fieldworker Development Diary**

Fieldworker name: \_\_\_\_\_

Today's date: \_\_\_\_\_

The information in this diary covers the period:

FROM: \_\_\_\_\_ (date) TO: \_\_\_\_\_ (date)

During this period, I spent a total of \_\_\_\_\_ HOURS on the COS project supporting activities happening at the pilot site.

Signed: \_\_\_\_\_



### **Instructions to fieldworkers:**

*During the implementation phase of the COS project, please keep a record of all of your interactions with neighbourhood agents / school convenors and schools from the pilot site in this format.*

This information will be used to help look at resources needed if the project is to be replicated in the future. Please make sure that this diary is completed absolutely consistently and regularly as this is a critical record for the project.

### **Guidelines for completing this diary:**

1. Ensure that both positive and negative experiences are documented.
2. Please give us some comments from the neighbourhood agents and school convenors (use their exact words in quotation marks, if possible).
3. Capture any 'bottom-up' activity, e.g. requests for support and what kind of support.
4. As a key aspect of this project is catalysing and sustaining networks of people to help OVC, please comment on how the networks in the pilot site are working at this stage.
5. Tell us about the challenges that have come up in managing volunteers and solutions or suggestions to make this work better in the future.

On the interaction / visit page, there is space for recording two interactions / visits. Make copies of the page and use as many pages as you need when describing your visit. Make sure that each of your interactions at the pilot site is documented.

Attach copies of this diary to each quarterly report to HDA.

## COS VISIT / INTERACTION RECORD

**Date of interaction:** \_\_\_\_\_

**Type of interaction:** (circle one only)

Telephone call	1	Visit to another venue at the site (describe below)	4
Letter or fax	2	Other (describe):	5
Visit to the school	3		

**Number of people involved in the visit (not including yourselves):** \_\_\_\_\_

**Purpose of meeting:** \_\_\_\_\_

**Position of individuals in the interaction:** (circle all that apply)

Head of school	1	Police/social worker/clinic staff or nurse	5
Teacher / school convenor	2	Other community member	6
Other teacher	3	Other (describe):	7
Neighbourhood/village agent	4		

**In the space below, please give us some comments on the interaction.**

Your impressions of networking: \_\_\_\_\_  
 \_\_\_\_\_

Positive and negative feedback from participants: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Main issue discussed: \_\_\_\_\_  
 \_\_\_\_\_

Other comments / challenges to the project: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_