

# Weekly Volunteer Reflection Log Sheet

Please complete this log sheet at the end of each volunteering week to reflect on your experiences, track your hours, and note your key learnings.

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|-----------------------|----------------------|---------------------|--|
| Volunteer Name:       | <input type="text"/> | Week Of (Dates):    | <input type="text" value="e.g., Oct 12 - Oct 18"/> |
| Organization/Project: | <input type="text"/> | Total Hours Worked: | <input type="text"/>                               |

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## Daily Activity & Reflection Log

| Day / Date  | Hours                | Key Tasks & Activities | Daily Reflection / Key Takeaway |
|---|----------------------|------------------------|---------------------------------|
| <b>Monday</b><br><input type="text" value="Date"/>    | <input type="text"/> | <input type="text"/>   | <input type="text"/>            |
| <b>Tuesday</b><br><input type="text" value="Date"/>   | <input type="text"/> | <input type="text"/>   | <input type="text"/>            |
| <b>Wednesday</b><br><input type="text" value="Date"/> | <input type="text"/> | <input type="text"/>   | <input type="text"/>            |
| <b>Thursday</b><br><input type="text" value="Date"/>  | <input type="text"/> | <input type="text"/>   | <input type="text"/>            |
| <b>Friday</b><br><input type="text" value="Date"/>    | <input type="text"/> | <input type="text"/>   | <input type="text"/>            |
| <b>Saturday</b><br><input type="text" value="Date"/>  | <input type="text"/> | <input type="text"/>   | <input type="text"/>            |
| <b>Sunday</b><br><input type="text" value="Date"/>    | <input type="text"/> | <input type="text"/>   | <input type="text"/>            |

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## Weekly Summary & Reflection

1. What was the most rewarding experience or success you had this week?

2. What challenges did you encounter, and how did you handle them?

3. What new skills did you practice or knowledge did you gain this week?

4. What are your goals or areas of focus for next week?

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Volunteer Signature:

Date:

Supervisor  
Signature:

Sign here

Date:

MM/DD/YYYY