



This form may be filled out electronically. Answer space is limited, use allotted space. For best results, use Adobe Reader. <http://get.adobe.com/reader/> The form may be saved and emailed back completed, or printed and returned.

## **Confidential**

Your name was given as a reference by \_\_\_\_\_ who has applied/volunteered for the position of a youth leader in our church. All regular workers working with youth must have on file a record of reference contacts. Please complete the questionnaire and return it as soon as possible in the enclosed envelope.

Thank you for your attention to this matter.

1. How long have you know the applicant?

In what capacity: (Your relationship)

2. How do you feel about his/her emotional and physical ability to handle the responsibilities involved in providing care of youth?

3. Have you observed him/her with youth?

If so, in what situations?

4. What particular skills does he/she have in dealing with youth?

5. Do you have any concerns about his/her ability to provide care to youth? If so, explain.

6. Do you know of any conditions making this applicant/employee unsuitable for working with youth? If so, please describe.

7. Additional comments:

Daytime Phone No. \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_