

**Record of Contact with Reference Identified by Volunteer Applicant for Work with Children or Youth at Chatsworth First United Methodist Church**

**Applicant Name:** \_\_\_\_\_

**Reference Name:** \_\_\_\_\_

**Reference Address:** \_\_\_\_\_

**Reference Phone:** \_\_\_\_\_

**Person Making Reference Contact:** \_\_\_\_\_

**Date and Time of Contact:** \_\_\_\_\_ **Method of Contact:** \_\_\_\_\_

Introduction: \_\_\_\_\_ has applied to work with children or youth at Chatsworth First United Methodist Church and has given us your name as a reference. Would you mind answering a few questions? The information you provide will be kept confidential.

Using a scale of 1-10 (1-poor, 10-excellent) or the word Unknown please rate the applicant's personality or abilities:

Responsible _____	Exercises good judgment _____	Patient _____
Dependable _____	Sensitive to needs of others _____	Observant _____
Encouraging _____	Teaching/Coaching skills _____	Caring _____

1. What is your relationship to the applicant?
2. How long have you known the applicant?
3. In what settings have you observed the applicant?
4. How would you describe the applicant's ability to relate to children/youth?
5. How would you describe the applicant's ability to relate to adults?
6. Do you know of any characteristic that would negatively affect the applicant's ability to work with children and/or youth? If so, please describe.
7. Would you want the applicant as a volunteer worker with your child and/or youth? Why or Why not?

Information submitted by: \_\_\_\_\_

Signature

Date

**Office Use Only:** Date information received by Safe Sanctuary Coordinator: \_\_\_\_\_