

CONFIDENTIAL REFERENCE QUESTIONNAIRE FOR WORK WITH MINORS

Name of Applicant: _____

Ministry Applying for: Children (birth to 6th Grade) Youth (7th - 12th Grade)

Specify Department: _____
(i.e., Weekend CM's, MOPS, WM's, Youth, Missionettes, Royal Rangers, etc.)

Instructions

The applicant shown above has applied for a volunteer position in our church. In order to determine the applicant's suitability for this position, we ask that you take a few moments to complete and return this reference form to the church. The term "minor" refers to any person who has not yet reached 18 years of age. Please remember to sign and date this form. Thank you for your assistance.

1. How long have you known the applicant? _____
2. In what capacity do you know the applicant? _____
3. To your knowledge, has the applicant worked with minors before?
 Yes If Yes, how long? _____
 No
4. Have you personally observed the applicant working with minors?
 Yes If Yes, what observations can you provide regarding this person's abilities to work with minors?

 No
5. To your knowledge, has the applicant ever been charged with, convicted of, or pleaded guilty to the abuse or molestation of a minor?
 Yes If Yes, please explain _____

 No
6. Do you know of any reason why the applicant should not be allowed to work with minors?
 Yes If Yes, explain _____

 No
7. Would you recommend the applicant be allowed to work with minors?
 Yes
 No If No, why not? _____

8. Are you aware of any facts demonstrating that the applicant's volunteer service should be restricted?
 Yes If yes, explain _____

 No

... continued on other side

9. Please rate the applicant on each of the following characteristics. If you have insufficient knowledge to comment on a particular characteristic, please leave it blank.

Characteristic	Rating					Comments
	Poor				Excellent	
Works well with others	1	2	3	4	5	
Personal motivation & initiative	1	2	3	4	5	
Dependability	1	2	3	4	5	
Trustworthiness	1	2	3	4	5	
Attitude	1	2	3	4	5	
Religious commitment	1	2	3	4	5	

10. Based on your knowledge of the applicant's character and background, which of the following best reflects your evaluation of the applicant's suitability for a position in our church?

- Highly recommend
- Recommend
- Neutral
- Do not recommend
- Insufficient knowledge to form an opinion

11. Please provide any additional comments concerning the suitability of this applicant for a position in our church below or on a separate sheet. _____

12. Please provide the name, address, and phone of anyone else we should contact as a reference for this applicant's suitability. _____

Signature of person completing this questionnaire _____

Printed Name _____ Date _____

Address _____

City _____ State _____ Zip _____