

Applicant's Name: _____ Position applying for: _____

Because of the important responsibilities in a program involving children, your honest appraisal of the applicant is of the utmost importance. The information you provide is appreciated and will remain confidential.

PERFORMANCE EVALUATION

Please check the items for which you have sufficient knowledge about the applicant:

| | Excellent | Very Good | Good | Fair | N/A |
|--------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1. Integrity | <input type="checkbox"/> |
| 2. Work habits/organization | <input type="checkbox"/> |
| 3. Adaptability/flexibility | <input type="checkbox"/> |
| 4. Attitude | <input type="checkbox"/> |
| 5. Relationship with co-workers | <input type="checkbox"/> |
| 6. Leadership abilities | <input type="checkbox"/> |
| 7. Ability to work in groups | <input type="checkbox"/> |
| 8. Responsibility | <input type="checkbox"/> |
| 9. Cultural Awareness | <input type="checkbox"/> |
| 10. Ability to relate to children | <input type="checkbox"/> |
| 11. Children's response to applicant | <input type="checkbox"/> |
| 12. Maturity | <input type="checkbox"/> |
| 13. Perseverance | <input type="checkbox"/> |

OBJECTIVE RATING

- | | |
|--|--|
| <p>1. Ability to direct and influence others:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Exceptional leadership qualities <input type="checkbox"/> Usually successful in leading others <input type="checkbox"/> Unreliable leadership qualities <p>2. Ability to relate to and give guidance to children:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Children naturally get along very well with applicant <input type="checkbox"/> Children adequately participate <input type="checkbox"/> Children often ignore instruction <p>3. Ability to control emotions:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Well balance, good control <input type="checkbox"/> Average ability to control emotions <input type="checkbox"/> Frequently irritated, impatient, or depressed | <p>4. Ability to work and cooperate with others:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Gets along exceptionally in groups--a team player <input type="checkbox"/> Will cooperate in most circumstances <input type="checkbox"/> Gives limited cooperation--better suited to solitary work <p>5. Ability to follow through with job assignments:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completes task promptly, often does more than expected <input type="checkbox"/> Completes assigned task at own pace <input type="checkbox"/> Needs constant supervision to complete work <p>6. How would you rate the applicant as a role model for children:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Excellent <input type="checkbox"/> Fair <input type="checkbox"/> Very Good <input type="checkbox"/> Poor |
|--|--|
7. Does the applicant show signs of any behavior which would cause concern when working directly with children (use back for comments)?
 YES NO
8. How long have you known this applicant? _____ Relationship to applicant? _____
9. Please comment on the applicant's suitability for this program (use back for additional comments): _____

Name of reference _____

Signature _____ Date _____

Phone _____ E-mail: _____

Company: _____ Position/Title: _____

City/State/Zip: _____