



Girl Scouts.

Girl Scouts of Swift Water Council VOLUNTEER REQUEST FOR WRITTEN REFERENCE

Return To:

This reference check is mailed out only by the service unit manager, interviewer or designated person.

Date:

_____ has expressed an interest in the volunteer position of

_____ in Girl Scouting and has given your name as a reference. Your response to the questions and statements below would be appreciated since the applicant may not be placed in a position until references have been received. Please return this referral as soon as possible. We ask for your thoughtful and honest opinion, as it is the mission of Girl Scouts of Swift Water Council to appoint volunteers who will be positive role models for our girl and adult members. Be assured that any information you give will be held in confidence.

We appreciate and thank you for your prompt response to our inquiry.

The applicant will be volunteering in the _____ Service Unit with:

- Girls, ages _____, becoming their special adult friend, encouraging them to create and develop their own program, and helping them to grow in their understanding of themselves and others.
- Adults, involved in teamwork, sharing her/his administrative skills, and helping to provide program support for the group.

1. How long have you known the applicant? _____

2. Your relationship to the applicant (work, social, etc.) _____

3. Please comment regarding the applicant's skills and attitudes toward children. _____

And towards adults: _____

4. Please comment on the applicant's ability to follow through on assignment undertaken. _____

5. Please comment on her/his ability to keep accurate records and handle finances. _____

6. What words would you use to best describe your knowledge of the applicant? Please circle:

- | | | |
|--------------------------|------------------------|------------------|
| Positive / Negative | Tolerant / Intolerant | Outgoing / Shy |
| Organized / Disorganized | Flexible / Controlling | Punctual / Tardy |
| Reliable / Unreliable | Patient / Impatient | |

7. What would you say are her/his greatest strengths? _____

Weaknesses? _____

8. Do you feel this applicant takes a leadership role well, or works better with more direction?

9. To your knowledge, is there anything in the applicant's background that would lead you NOT to recommend that we place her/him in this volunteer position? If so, please explain:

10. Additional Information: _____

Signature of person completing reference: _____

Printed name of person completing reference: _____

Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: (will be used only if additional information is needed) _____

Additional reference (You may wish to provide us with an additional reference for the applicant):

Name: _____ Phone #: _____

Address: _____

City: _____ State: _____ Zip: _____

Thank you!