



Cornell University
Cooperative Extension
Dutchess County

2715 Route 44, Suite 1
Millbrook, New York 12545-5566
t. 845.677.8223
f. 845.677.6563
dutchess@cornell.edu
www.ccedutchess.org

Volunteer Applicant Reference Questionnaire

(Applicant's Name) _____

has applied for the volunteer position of _____.

Please provide your candid and honest impression of this volunteer applicant. Be assured that your comments will be held in strictest confidence to the fullest extent permitted by law. Please return in the enclosed self-addressed stamped envelope within the next ten business days.

For questions, please contact: _____

1. How long have you known the applicant and in what capacity? _____

2. Do you think the applicant would do well as a Cornell Cooperative Extension _____
County volunteer?

Please explain why or why not: _____

3. How would you describe this person's personal characteristics? Consider qualities such as
dependability, flexibility, judgment and sense of personal responsibility. _____

4. How would you say s/he relates to others? Consider openness, acceptance of others, social skills
and comfort level with various age groups? _____

5. Do you feel the applicant is a good communicator? Consider verbal and written communication skills. _____

6. How does this person respond to stressful situations? _____

7. Are you aware of anything that might make the applicant ineffective or *unsuitable* in a volunteer relationship with other people? If yes, please explain. _____

8. Would you be willing to place a child or vulnerable adult whom you were responsible for under this person's leadership? If not, please explain. _____

9. If you have ever ridden in a vehicle driven by the applicant were you comfortable with the way this person drove? If not, please explain. _____

10. Additional comments: _____

Thank you very much for your assistance.

Print Your Name: _____

Your Signature

Date