



THE FOURSQUARE CHURCH

Reference Check Questions

FOR PROFESSIONAL REFERENCES

The Foursquare Church requires that all churches contact a minimum of two references for applicants who serve with children or teenagers. The following questions will be used to ensure that the applicant is thoroughly screened and treated fairly.

Your help with answering these questions validates information previously provided by the applicant.

Name of applicant _____ Date _____

Name of reference _____

Address _____

Phone numbers _____

1. How long have you known _____ (the applicant's name)?

2. How do you know _____ (the applicant's name)?

3. How would you rate the applicant's ability to learn new information and skills?

___ Above Satisfactory ___ Satisfactory ___ Below Satisfactory

Can you give me an example of how the applicant was able to learn something new and use it in his/her work?



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4. How would you rate the applicant's ability to follow an organization's policies and procedures?

___ Above Satisfactory ___ Satisfactory ___ Below Satisfactory

5. How would you rate the applicant's ability to work with and relate to other adults?

___ Above Satisfactory ___ Satisfactory ___ Below Satisfactory

6. Have you ever known the applicant to use harsh or abusive discipline with a child? If yes, please explain.

7. How would you rate the applicant's ability to use good judgment in normal conditions?

___ Above Satisfactory ___ Satisfactory ___ Below Satisfactory

8. How would you rate the applicant's ability to use good judgment in stressful conditions?

___ Above Satisfactory ___ Satisfactory ___ Below Satisfactory

Can you give me an example?

9. Have you observed the applicant working with children? ___Yes ___No (if no skip to question 10) If yes, how would you rate the applicant's ability to relate to children?

___ Above Satisfactory ___ Satisfactory ___ Below Satisfactory

Can you give me an example of how the applicant relates to children?

With what types of children have you observed the applicant working well (enjoying the work, being effective with the children)? Please explain your observation.



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With what types of children have you observed the applicant not working well (becoming frustrated, angry, resentful or non-productive)? Please explain your observation.

10. How would you rate the applicant's ability to be genuinely supportive and understanding to a person in need?

____ Above Satisfactory ____ Satisfactory ____ Below Satisfactory

11. Are you aware of any reason why we should not allow this applicant to work with children? If yes, please explain.

12. Do you have any additional comments?
