

VOLUNTEER REFERENCE REQUEST

The applicant named below has expressed an interest in becoming a volunteer and has given your name as a referee. We would be grateful if you could complete this reference form and return it as soon as possible to the address detailed on the reverse.

Enclosed with this reference request is a copy of the role description/person specification, and we would be grateful for your views on the applicant's suitability for this role.

All the information on the form will remain confidential and will only be shared with the person/s responsible for the appointment.

Thank you for your assistance.

Volunteer name:

Volunteer Address:

Referee's Name:

Referee's Address:

Telephone:

Email:

How long have you known the applicant?

In what capacity?

Would this person be suitable to work with children and/or adults who may be vulnerable?

Yes No

Please give details below:

What attributes and qualities does this person have that would make them suitable for this position?
(Please use the role description/personal specification enclosed for reference)

Please comment on the applicant's willingness to learn, and act with, or without supervision

Do you consider the applicant could handle confidential information responsibly?

Do you consider the applicant to be generally honest and trustworthy?

To the best of my knowledge, the information I have given on this form is current and accurate.

Signed:

Date:

PLEASE RETURN THIS COMPLETED FORM AS SOON AS POSSIBLE TO:

Parish Address:

For further information on any matter relating this form please contact the parish on:

Telephone:

Email: