

# ***REFERENCE FORM*** CALVARY CHAPEL OF COSTA MESA CHILDREN'S MINISTRY

Dear \_\_\_\_\_

\_\_\_\_\_ has shown interest in becoming involved in the Children's Ministry at Calvary Chapel of Costa Mesa and has given your name as a reference. We love our children and feel a responsibility to take every precaution to safeguard them.

We appreciate your time and effort in helping us by answering these questions.

1. How long have you known the applicant? \_\_\_\_\_
2. In what relationship?  
 FRIEND     EMPLOYER     PASTOR     NEIGHBOR     \_\_\_\_\_
3. As far as you know, has this person had any history of child abuse or molestation?  
\_\_\_\_\_

Please give your frank evaluation of this person by circling one or more items under each of the headings below. Do not circle items in areas in which you feel uncertain or which you have had no opportunity to observe.

- |   |  |
|---|--|
| <p>(a) <b>Physical condition</b><br/>Frequently incapacitated<br/>Somewhat below par<br/>Fairly healthy<br/>Good health<br/>Rugged and vigorous</p>   | <p>(g) <b>Responsiveness (to the feelings and needs of others)</b><br/>Slow to sense how others feel<br/>Reasonably responsive<br/>Understanding and thoughtful<br/>Responds with unusual insight</p>            |
| <p>(b) <b>Sociability or friendliness</b><br/>Avoided by others<br/>Tolerated by others<br/>Liked by others<br/>Well-liked by others<br/>Sought by others</p>   | <p>(h) <b>Emotional adjustment</b><br/>Yields to urges or cravings<br/>Tense, fearful, worried<br/>Easily angered, easily frustrated<br/>Downhearted, blue, depressed<br/>Maintains balance, self-controlled</p> |
| <p>(c) <b>Intelligence</b><br/>Learns and thinks slowly<br/>Average mental ability<br/>Alert; has a good mind<br/>Brilliant; exceptional capacity</p>   | <p>(i) <b>Teachability</b><br/>Rigid, argumentative<br/>Highly opinionated<br/>Open-minded<br/>Willing to receive instruction<br/>Eager to receive instruction</p>   |
| <p>(d) <b>Achievement (ability to formulate, execute, and carry plans to conclusion)</b><br/>Does only what is assigned<br/>Starts but does not finish<br/>Meets average expectations<br/>Resourceful and effective<br/>Superior creative ability</p> | <p>(j) <b>Perseverance (in completing tasks)</b><br/>Gives up easily or easily discouraged<br/>Needs encouragement to persevere<br/>Persists in most circumstances<br/>Persists even under adversity</p>         |
| <p>(e) <b>Leadership (ability to inspire others and maintain their confidence)</b><br/>Makes no effort to lead<br/>Tries but lacks ability<br/>Has some leadership promise<br/>Good leadership ability<br/>Unusual ability to lead</p>                | <p>(k) <b>Self-image</b><br/>Insecure<br/>Inferiority Complex<br/>Self-confident<br/>May be prone to boast<br/>Modest, true estimate of self</p>   |
| <p>(f) <b>Teamwork (ability to work with others)</b><br/>Frequently causes friction<br/>Prefers to work alone<br/>Usually cooperative<br/>Able to work with those of different personality<br/>Most effective in teamwork</p>                         | <p>(l) <b>Wisdom in use of money</b><br/>Talks frequently of debt or financial worries<br/>Expects others to meet needs<br/>Careless<br/>Extravagant<br/>Careful, has a budget</p>                               |

Do you have any reason to doubt the applicant's personal integrity? If so, please specify: \_\_\_\_\_

If the applicant is married, how would you evaluate his/her marriage relationship?

- DON'T KNOW*     *SUPERFICIAL*     *DETACHED, ALOOF*  
 *RESERVED*     *WARM, GROWING*     *GOOD COMMUNICATION*

COMMENTS: \_\_\_\_\_

Listed below are some of the tendencies which, if present, may reduce the effectiveness of the teacher. Underline any characteristics or traits which you have noted in the applicant:

- |                    |                    |                    |             |                    |
|--------------------|--------------------|--------------------|-------------|--------------------|
| Impatient          | Critical of others | Argumentative      | Domineering | Lacking tact       |
| Intolerant         | Easily offended    | Self-centered      | Sullen      | Irritable          |
| "Cocky"            | Aloof              | Discouraged        | Rude        | Nervous            |
| Easily embarrassed | Quick-tempered     | Frequently worried | Depressed   | Given to exclusive |
| Impersonal         | Lacking in humor   | Prejudiced toward  | Anxious     | and absorbing      |
| Tense              | or inability to    | groups, races, or  | Rigid, not  | friendships, i.e.  |
| Unteachable        | take a joke        | nationalities      | adaptable   | "crushes"          |

COMMENTS: \_\_\_\_\_

What do you believe to be the applicant's motivation in applying to the Children's Ministry? \_\_\_\_\_

How would you rate the applicant's potential success in the Children's Ministry?

- EXCEPTIONALLY GOOD*     *VERY GOOD*     *GOOD*     *FAIR*     *POOR*

Do you have any reservations in recommending this person?

\_\_\_\_\_  
\_\_\_\_\_

**Date** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Name** (PLEASE PRINT) \_\_\_\_\_

Please return the enclosed self-addressed envelope provided as soon as possible.

Thank you

**Calvary Chapel of Costa Mesa Children's Ministry**  
**3800 S. Fairview, Santa Ana, California 92704**  
**(714) 979-4422 Ext. 206**