

**RECRUITMENT REFERENCE FORM: VOLUNTEER ROLES
STRICTLY CONFIDENTIAL**

Parish of: _____

Date:

Dear

Re: Parish Voluntary Position

Volunteer Name: _____

The above named person has offered to be a volunteer in this parish – please see attached job description. We would kindly request that you complete the following:

Thank you for your help in this matter.

Yours sincerely

Child Protection Representative

(1) Please indicate whether this information can be shared with the applicant. Can this information be shared?

Yes No

(2) In what capacity do you know the applicant?

Employer Manager Friend Other (please state

(3) How many years have you known the applicant? _____

(4) In your knowledge, has the applicant any experience relevant to the job description?

Yes No

(5) On a scale of 1 – 4 (4 being the highest), in your opinion is the applicant (please circle)

Caring	1	2	3	4
Trustworthy	1	2	3	4
Reliable	1	2	3	4

(6) Do you know of any reason why this applicant would not be suitable to work with children or vulnerable adults?

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

If yes, please state what:

(7) Are there any reasons not relating to the job description which would give you concern about the applicant taking up this role in the Parish?

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

If yes, please state what:

(8) This section is for you to add any other comments as to the applicant's suitability:

NAME: _____ **DATE:** _____

SIGNATURE: _____