

Referee Form

This form can be used as a telephone or written reference during the process

Name of Applicant: _____

Address of Applicant: _____

Affiliate/Group: _____

The above has expressed an interest in becoming a volunteer as _____ and has given your name as a referee. **If you are happy to complete this reference, any information will be treated with due confidentiality and in accordance with relevant legislation and guidance. Information will only be shared with the person conducting the assessment of the candidate's suitability for the post, if he/she is offered the position.** We appreciate you being extremely candid, open and honest in your evaluation

How long have you known this person? _____

In what capacity have you known them? _____

What attributes does this person have that would make them suited to this work?

Please rate this person on the following: (Tick one box per statement)

	Poor	Average	Good	Very Good	Excellent
Responsibility					
Maturity					
Self-Motivation					
Motivating Others					
Trustworthiness					
Reliability					

This post involves substantial access to young people. As an organisation committed to the welfare and protection of young people, we are anxious to know if you have any reason at all to be concerned about this applicant being in contact with children and young people:

Yes: ☐ No: ☐ *(If you answer yes, we will contact you in confidence)*

Reference Provider Declaration:

Signed: _____ Print Name: _____

If reference was obtained by telephone name of person and position in HSI

Name: _____

Position: _____

Signature: _____

Date Received: _____