Staff/Leader Reference

Please complete this form and return it to the NPC Internship Program Manager, Braydon Hotchkiss at braydon@thenpc.org.

Applicant name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Intern at North Pointe Church

Reference Info

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In what capacity do you know the applicant?

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How long have you known the applicant? How well do you know them?

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Because this reference form is important for both acceptance and development, we ask that you be as objective as possible. Please circle the appropriate number in each category. If your knowledge is insufficient in an area, circle n/a

1 – Excellent 2 – Good 3 – Average 4 – Improvement Needed 5 – Poor

Responsibility – Faithfully carries out obligations 1 2 3 4 5 n/a

Adaptability – Adjusts well to changes in circumstances 1 2 3 4 5 n/a

Perseverance – Moves ahead in the face of adversity 1 2 3 4 5 n/a

Personal Appearance and Manners 1 2 3 4 5 n/a

Cooperation and Teamwork 1 2 3 4 5 n/a

Communication – Presents thoughts with 1 2 3 4 5 n/a  
 logic and clarity

Spiritual Maturity – Demonstrates a mature 1 2 3 4 5 n/a  
 walk with God

Emotional Stability – Responds well to 1 2 3 4 5 n/a  
 stressful situations

Sensitivity – Sensitive to the needs and 1 2 3 4 5 n/a  
feelings of others

Personal Ministry – Effective personal witness 1 2 3 4 5 n/a  
 for Christ

Initiation – Can begin conversations 1 2 3 4 5 n/a  
 with others with ease

Teachability – Willingness to receive 1 2 3 4 5 n/a  
 instruction and counsel

In your opinion, what are the applicant’s greatest strengths?

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What are some areas that might need development or attention? Do you foresee any challenges?

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What type of leadership has the applicant exhibited?

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What do you feel are the applicant’s gifts or calling?

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Do you have any reservations about the applicant’s participation in this internship?

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Any other comments about the applicant that you would like to make?

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I find that this applicant is…

[ ] Definitely well suited for a Church position and internship, and would thus highly recommend them

[ ] A good candidate for this internship program

[ ] An average prospect with slight reservations

[ ] Not suited for an internship

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

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