

Confidential Reference Form

InterAct Ministries

31000 SE Kelso Road, Boring, OR 97009

_____ has applied for missionary service with InterAct Ministries. To assist us in evaluating his/her readiness for service, would you kindly complete the following form? We desire missionary staff who have a genuine commitment to the Lord and a willingness to accept assigned tasks. Please be frank, fair and accurate in your evaluation. Return this form to the Personnel Department in the enclosed envelope. Your response *within 14 days* is appreciated; a delay will hamper timely processing of the applicant's file.

- Your reply will be held in strict confidence since the applicant **has** waived any right to examine his/her reference material solicited in connection with his/her application.
- We will strive to hold your reply in confidence, however the applicant **has not** waived any right to examine his/her reference material.

1. How long have you known the applicant? _____

2. What is your relationship to him/her (friend, co-worker, relative, etc.)? _____

3. How well do you know him/her? Very well Well Casually Hardly

4. What do you consider to be the applicant's most positive traits, qualities or characteristics? _____

5. What do you consider to be the traits, qualities or characteristics of the applicant that are possible problem areas?

Estimated degree of the problem:

a. _____

Serious Moderate
 Slight

b. _____

Serious Moderate
 Slight

6. If applicant is married, describe the relationship between husband and wife: _____

Between parent and child(ren): _____

7. What degree of ministry success would you predict for the applicant? Excellent Average
 Below Average

Achievement Ability to formulate, execute and carry plans to conclusion	<input type="checkbox"/> No observation	<input type="checkbox"/> Starts, but does not finish	<input type="checkbox"/> Does only what is assigned	<input type="checkbox"/> Meets average expectations	<input type="checkbox"/> Resourceful and effective	<input type="checkbox"/> High achiever; very results-oriented
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Comments:

Teamwork Effectiveness in working with others on a common task	<input type="checkbox"/> No observation	<input type="checkbox"/> Causes friction when working with others	<input type="checkbox"/> Can get along with others, but prefers to work alone	<input type="checkbox"/> Usually cooperative with others	<input type="checkbox"/> Works well with others	<input type="checkbox"/> An unusually valuable team member
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Comments:

Motivation Inner drive to accomplish a task	<input type="checkbox"/> No observation	<input type="checkbox"/> Needs continual prodding; tends towards laziness	<input type="checkbox"/> Requires frequent reminders	<input type="checkbox"/> Meets average expectations	<input type="checkbox"/> Requires no reminders; works diligently to completion	<input type="checkbox"/> Extremely self-motivated; initiates activities
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Comments:

Sensitivity Responsiveness to the needs and feelings of others	<input type="checkbox"/> No observation	<input type="checkbox"/> Oblivious to the needs/feelings of others	<input type="checkbox"/> Slow to sense how others feel	<input type="checkbox"/> Reasonably responsive	<input type="checkbox"/> Understanding and thoughtful of others' needs	<input type="checkbox"/> Exhibits unusual insight and consideration
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Comments:

Financial Responsibility Living within one's means and avoiding debt	<input type="checkbox"/> No observation	<input type="checkbox"/> Has serious debt problems	<input type="checkbox"/> Seems not to know how to manage on present income	<input type="checkbox"/> Displays a pattern of not spending wisely	<input type="checkbox"/> Has learned to live within his/her means	<input type="checkbox"/> Financially generous beyond meeting his/her own needs
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Comments:

Spiritual Life Devotion to the things of God	<input type="checkbox"/> No observation	<input type="checkbox"/> No interest in spiritual growth	<input type="checkbox"/> Small evidence of spiritual growth	<input type="checkbox"/> Average spirituality	<input type="checkbox"/> Shows growth and separated living	<input type="checkbox"/> Deeply spiritual
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Comments:

Responsibility Dependable in tasks; loyal	<input type="checkbox"/> No observation	<input type="checkbox"/> Irresponsible	<input type="checkbox"/> Shows some dependability	<input type="checkbox"/> Usually reliable	<input type="checkbox"/> Conscientiously reliable	<input type="checkbox"/> Capable of much responsibility
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Response to Authority Attitude towards being instructed what to do	<input type="checkbox"/> No observation	<input type="checkbox"/> Questions authority; often disregards orders/directions	<input type="checkbox"/> Sometimes follows orders/directions	<input type="checkbox"/> Follows orders/directions begrudgingly	<input type="checkbox"/> Follows orders willingly	<input type="checkbox"/> Demonstrates consistent and appropriate response to authority
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Comments:

Emotional Stability General response to life's stresses	<input type="checkbox"/> No observation	<input type="checkbox"/> Often given to depression and moodiness	<input type="checkbox"/> Somewhat over-emotional	<input type="checkbox"/> Usually well-balanced	<input type="checkbox"/> Consistently well-balanced	<input type="checkbox"/> Emotionally mature; stable even under stress
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Comments:

Flexibility Ability to adjust to changes in routines, methods, etc.	<input type="checkbox"/> No observation	<input type="checkbox"/> Extremely rigid; "It's <i>my</i> way or the highway!"	<input type="checkbox"/> Somewhat flexible, but usually prefers doing things his/her way	<input type="checkbox"/> Can be flexible, but it usually takes much convincing	<input type="checkbox"/> Average flexibility	<input type="checkbox"/> Very flexible; open to trying new ways
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Comments:

Social Initiative Ability to start relationships with strangers	<input type="checkbox"/> No observation	<input type="checkbox"/> Introverted and withdrawn; uneasy around	<input type="checkbox"/> Somewhat introverted, will contact a stranger if required	<input type="checkbox"/> Can be at ease around strangers, but doesn't initiate	<input type="checkbox"/> Enjoys meeting new people; relates well	<input type="checkbox"/> Extremely outgoing; initiates contacts with strangers
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Comments:

Judgment Exhibiting common sense and discretion in actions	<input type="checkbox"/> No observation	<input type="checkbox"/> Shows lack of judgment/common sense in actions and decisions	<input type="checkbox"/> Sometimes shows lack of sound judgment and common	<input type="checkbox"/> Average common sense and judgment	<input type="checkbox"/> Has unusually quick, but sound judgment and common	<input type="checkbox"/> Superior ability to "read" a situation and respond appropriately
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Comments:

Acceptance Degree to which others desire the applicant's company	<input type="checkbox"/> No observation	<input type="checkbox"/> Avoided by others	<input type="checkbox"/> Just tolerated by others	<input type="checkbox"/> Liked by others	<input type="checkbox"/> Well-liked by others	<input type="checkbox"/> Sought after by others
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Comments:

Sense of Humor Readiness to laugh and use humor appropriately	<input type="checkbox"/> No observation	<input type="checkbox"/> Uses humor inappropriately or offensively	<input type="checkbox"/> Serious; often somber	<input type="checkbox"/> Average sense of humor	<input type="checkbox"/> Uses humor often and appropriately	<input type="checkbox"/> Well-used and well-balanced sense of humor; can laugh at self
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Comments:

8. Do you know anything about the applicant's present or past, such as dysfunctional background/ circumstances, on-going interpersonal conflicts, unresolved problems, etc., which might hinder service in the anticipated work? If so, please describe. _____

9. Have you observed weaknesses in the applicant's moral life? _____ If so, please explain. ____

10. To the best of your knowledge, is the applicant living a consistent Christian life? _____

11. Summary: Please give your opinion of the applicant's all-around readiness for missionary service.

The applicant has given us permission to ask for names of additional persons who may also be qualified to provide a reference. List below three persons who know the applicant. PLEASE PRINT.

Name _____	Name _____	Name _____
Address _____	Address _____	Address _____
_____	_____	_____

Because some people feel more comfortable talking than writing, we customarily follow up written references with a phone call just to solicit any verbal comments or, if applicable, any further explanations of what was written. By providing us with your phone number, we'll be able to contact you quickly.

Daytime phone: (____) _____ Evening phone: (____) _____
 Best time to call: _____ (local time)

Name (please print): _____ Date: _____

Signature: _____

Thank You!
 Please return to:
 Mobilization Coordinator
 InterAct Ministries
 31000 SE Kelso Road
 Boring, OR 97009
 Faxed copies accepted: (503) 668-6814