

**GIRL SCOUTS - SYBAQUAY COUNCIL**  
**Confidential Volunteer Reference Check Form**

Date \_\_\_\_\_

\_\_\_\_\_ has volunteered his/her time to Girl Scouts - Sybaquay Council, and has given your name as a source of additional information regarding his/her ability to be a successful Girl Scout volunteer. Please take a few minutes to answer the questions below and return it to the address listed within five days. The information you provide will be kept confidential.

This volunteer is applying for a position as a: \_\_\_\_\_ which entails \_\_\_\_\_

Name of reference: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

Business/Organization: \_\_\_\_\_

How frequently are you in contact with applicant? \_\_\_\_\_

**Evaluation of Skills**

Strengths: \_\_\_\_\_

Developmental needs: \_\_\_\_\_

Reliable/responsible: \_\_\_\_\_

Do you feel she or he would be successful? Yes  No  If no, why not? \_\_\_\_\_

Based on the position description, please evaluate the applicant on these specific areas, using the following ratings: on a scale of 1-5 (with 5 being the highest)

Characteristic	Rating	Comments
1. Thinking skills - judgment, analytical ability, decisiveness		
2. Communications - one-on-one, group presentations, and written communications		
3. Creativity		
4. Initiative		
5. Ability to work with young girls (if applicable)		
6. Managerial abilities - leadership; ability to recruit, train, and develop people; willingness to terminate, when necessary; delegation (if applicable)		
7. Ability to manage money, budgets, etc. (if applicable)		

Would you entrust a child to the care of this applicant? Yes  No  If no, why not? \_\_\_\_\_

Would you use this person's volunteer services again? (if applicable) Yes  No  If no, why not? \_\_\_\_\_

PLEASE COMPLETE TOP OF OTHER SIDE.

Works better independently or as part of a team, or both: \_\_\_\_\_

What would be your advice on the best way to support this individual? \_\_\_\_\_

Recommendations: \_\_\_\_\_

Reservations, if any: \_\_\_\_\_

Name of person information was obtained by: \_\_\_\_\_

Title: \_\_\_\_\_

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**Girl Scouts - Sybaquay Council**

12N124 Coombs Road

Elgin, IL 60123