Great Commission Ministries

Reference Form

I am applying for a position with the Great Commission Ministries (GCM) main office. To allow GCM to better assess my character, maturity, and effectiveness, I am asking you to serve as a reference for me. I have authorized GCM to contact you and I authorize you to give GCM any information you may have regarding my character, maturity, and fitness for employment and ministry with GCM. I release GCM, all of its agents, and you from any and all liability for any damage that may result from furnishing such information to GCM, and I waive any right that I may have to inspect references provided on my behalf.

Candidate Name: _____ Position: _____

Reference Name _____ Relationship To The Applicant _____

Address _____ City _____ State _____ Zip _____

Mobile Phone _____ Other Phone _____ Home Work

Email Address: _____

Character Trait Evaluation	Rating *(select from the drop down menu)*	Comments
1. Expresses thoughts with clarity	Select from Dropdown	
2. Tactful and sensitive	Select from Dropdown	
3. Cooperative	Select from Dropdown	
4. Develops & maintains friendships	Select from Dropdown	
5. Team player	Select from Dropdown	
6. Learns from others	Select from Dropdown	
OVERALL SOCIAL MATURITY	Select from Dropdown	
1. Strength of self-image	Select from Dropdown	
2. Awareness of strengths & weaknesses	Select from Dropdown	
3. Ability to receive constructive feedback	Select from Dropdown	
OVERALL PERSONAL MATURITY	Select from Dropdown	
1. Common sense and judgment	Select from Dropdown	
2. Self-disciplined	Select from Dropdown	

3. Professional appearance and manner	Select from Dropdown	
4. Organized	Select from Dropdown	
5. Dependable & follows through	Select from Dropdown	
6. Sees things to do and takes initiative	Select from Dropdown	
OVERALL PROFESSIONAL MATURITY	Select from Dropdown	

1. How long have you known this applicant? _____

   a. In what capacity? _____

   b. How well do you know them?

2. Please list 2-3 specific strengths and abilities for this person.

3. Please summarize 2-3 specific opportunities for growth for this person.

4. Are there any reasons that cause you to lack confidence in this applicant? If so, please explain.

5. Based on your knowledge, how does this person respond under difficult and stressful circumstances?

6. Describe how this person relates to others, both one-on-one and in groups?

7. Overall, what recommendation would you give for this applicant and why?

I believe this person is well qualified for a position in your organization for the following reasons:

I'm apprehensive about recommending this person for a position in your organization for the following reasons:

I would NOT recommend this person for a position in your organization for the following reasons:

8. Please give any additional comments you feel would be helpful in assessing this applicant.

When you have completed this reference form, return it to jobs@gcmweb.org. Thank you.