

Women in Need Growing Stronger

VOLUNTEER APPLICANT REFERENCE FORM

Applicant's Name: _____ Date: _____

Volunteer Position Applied for: _____

Dear _____,

I wish to become a volunteer at WINGS (Women in Need Growing Stronger) and would appreciate your completing this reference form on my behalf. Volunteers have been an essential part of the program, assisting with the 24-hour crisis line, childcare, career services mentoring, lawn and garden care, tutoring, special events, and many other things that help the women in the program flee from the effects of domestic violence and homelessness, and help them on their path to self sufficiency.

WINGS makes an effort to place volunteers only in positions for which they are well suited, and would like your honest estimate of my appropriateness for this position in their organization.

Thank you very much for your assistance and prompt response.

Applicant Signature: _____ Date: _____

Please return this form via email or in a sealed envelope within one week to:
Beth Renee Lye, Wings, P.O. Box 95615, Palatine, IL 60095; blye@wingsprogram.com

REFERENCE INFORMATION

Full Name (Mr., Dr., Mrs., Ms., Miss): _____

Current Address: _____

Home Phone: _____ Cell Phone: _____

Email: _____

How long have you known the applicant? _____

In what capacity? Job Supervisor/Employer Clergy Counselor/Mentor
Teacher/Professor Co-Worker Friend Other: _____

Please answer to the best of your ability. This information will not be shared with the applicant.

1. Would you recommend this applicant for the volunteer position he or she is seeking? Why or why not?

2. How do you describe this person to others?

Please rate the following categories below that pertain to your current knowledge of this applicant.

CHARACTER	NO BASIS TO KNOW	BELOW AVERAGE	AVERAGE	GOOD	VERY GOOD	EXCELENT (TOP 10%)
Demonstrates integrity						
Assumes responsibility for actions						
Exercises self-discipline						
Polite and considerate of others						
Positive role model for adults and children						
COMPETENCY	NO BASIS TO KNOW	BELOW AVERAGE	AVERAGE	GOOD	VERY GOOD	EXCELENT (TOP 10%)
Demonstrates critical thinking and problem solving skills						
Demonstrates effective verbal skills						
Able to manage multiple responsibilities simultaneously						
Able to learn new skills and mentor others to attain skills						
COMMITMENT	NO BASIS TO KNOW	BELOW AVERAGE	AVERAGE	GOOD	VERY GOOD	EXCELENT (TOP 10%)
Determined and persistent in challenging situations						
Arrives on time to appointments						
Demonstrates follow-through						
Dependable and reliable						
Able to follow and rules and advocate for others to do the same						
COOPERATION	NO BASIS TO KNOW	BELOW AVERAGE	AVERAGE	GOOD	VERY GOOD	EXCELENT (TOP 10%)
Accepting of diverse populations and events						
Works well in a management setting						
Demonstrates flexibility						
Values individual's perspective and potential						

Is there anything that we should know before accepting this applicant for this position?
 (Examples: "She can work a crowd at a party better than anyone else I know; she will be great at fundraising." Or, "She has experiences that she has not yet healed from, which makes me concerned that working with victims of abuse might be unhealthy for her.")

Thank you for your time and dedication helping make sure that WINGS Volunteers are well matched for the positions that they receive.

If you or anyone you know is being abused, our 24 hour crisis line is available at 847-221-5695. If you are interested in learning more about the many ways that you can help women who are fleeing from the devastating effects of domestic violence, please visit our website at www.wingsprogram.com

Reference (signature): _____ Date: _____

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