

CONFIDENTIAL

VOLUNTEERS REFERENCE



OFFICE USE ONLY

--	--	--	--	--

Date rec'd

Act'd by

REFERENCE FOR:

TEAM MEMBER'S ADDRESS:

REFEREE'S NAME:

REFEREE'S CONTACT DETAILS: ADDRESS:

TELEPHONE: EMAIL:

This form is available electronically as a PDF. Please email: volunteers@suscotland.org.uk to request or download from www.suscotland.org.uk

i The applicant named above has applied to work as a volunteer with Scripture Union Scotland this year and has given your name as a referee. We would be grateful if you could complete the reference form and return it immediately to the address below. **If you are volunteering with SU Scotland on the same event or activity as the person named above, are a relative or spouse, or have known them for less than 6 months, you are not eligible to provide a reference for them.** Thank you for your time.

Sometimes referees, because of their desire to help an applicant, write an unrealistically positive reference. We must stress that the physical and spiritual needs of the children and young people must take absolute priority and we would ask you to take this into account when completing the reference. **Because circumstances can change in a year, we ask for one reference from all volunteers every year and two from those new to us or who were not involved in the previous year.**

Please note that references come under the provisions of the Data Protection Act 1998, which gives individuals the right to see information kept about them and so you may wish to share this reference with the applicant. Access to application forms and references is restricted to designated SU Scotland staff.

We are looking for people

- With a clear Christian commitment
- With an ability to work with children/young people or willingness to learn
- With the capacity to work as part of a team under leadership and supervision

1. How long have you known the applicant?

2. In what context?

3. Is the applicant a committed Christian who is involved in the life of the church? Yes No

4. To the best of your knowledge, is there any reason why the applicant would be considered unsuitable to work with children and young people? Yes No If 'Yes' please give reasons for their unsuitability

5. How does the applicant respond to working:

a) with a Team Leader?(ie. proactive & helpful/accepts direction/resents authority)

b) as part of a team? (ie. works well/indifferently/poorly)

6. Is there anything else you consider to be relevant to this application? Yes No

please continue over

To the best of my knowledge, the information I have given on this form is current and accurate.

Signed

Date

PLEASE RETURN THIS COMPLETED FORM AS SOON AS POSSIBLE TO:

Volunteers Administrator, Scripture Union Scotland, 70 Milton Street, Glasgow, G4 0HR

For further information on any matter relating to this form please contact the Volunteers Manager. Email: volunteers@suscotland.org.uk or Tel:0141352 7609