IV. VOLUNTEER REFERENCE INTERVIEW FORM

Applicant Name: ________________________________________________________________

Reference: ___________________________________________ Phone: ______________________

NOTE: Before asking the questions, provide a brief overview of your program and the role of volunteers.

How do you know this potential volunteer? How long have you known the applicant?
________________________________________________________________________________

What three words would you use to describe the applicant?
________________________________________________________________________________

Do you have any reservations recommending this applicant to work with vulnerable adults? If so, please describe.
________________________________________________________________________________

Please describe the applicant’s ability in the following areas:

Communication skills:
________________________________________________________________________________

Listening skills:
________________________________________________________________________________

Conflict resolution:
________________________________________________________________________________

Dependability:
________________________________________________________________________________

Judgement:
________________________________________________________________________________

Ability to handle stressful/emotional situations:
________________________________________________________________________________

Please respond to the following based on your experience with the applicant and considering the role of the Ombudsman program and volunteer responsibilities:

• Describe what would make this applicant a good fit for this volunteer position.
________________________________________________________________________________
________________________________________________________________________________

• What about this position may be challenging for this applicant?
________________________________________________________________________________
________________________________________________________________________________

• What else should know about this applicant?
________________________________________________________________________________
________________________________________________________________________________