



## Capuchin Franciscan Volunteer Corps Reference Form

**Cap Corps East**  
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### CONFIDENTIAL

You are asked to provide an assessment of

Who has applied to serve with the Capuchin Franciscan Volunteer Corps. This program invites mature, well-balanced and spiritually motivated men and women to provide full-time service with the poor, while living in a communal setting with other volunteers. In order to know the applicant more fully and evaluate him/her more fairly, we ask you to complete this form. If necessary, use additional sheets and omit any question you do not feel qualified to answer. Please return this form as soon as possible so that the application process will not be delayed. Thank You.

#### Part One

How long have you known the applicant and what is your relationship?

Evaluate the applicant's ability to live and work with others. What qualities help or hinder the applicant?

Describe the applicant's strengths and limitations.

Describe the applicant's ability to perform and complete a task. Is the applicant self-motivated?

How does the applicant relate to supervision and authority?

Describe the applicant's spirituality and values. How does the applicant live them out?

## Part Two

Please rate the following characteristics as they apply to the applicant. Rate each characteristic from 1 to 5, with 5 being the highest. Skip any characteristic you do not feel qualified to rate.

- |                      |                              |                      |                               |
|----------------------|------------------------------|----------------------|-------------------------------|
| <input type="text"/> | Common Sense                 | <input type="text"/> | Communication Skills          |
| <input type="text"/> | Physical Health              | <input type="text"/> | Sensitivity to other Cultures |
| <input type="text"/> | Emotional Stability          | <input type="text"/> | Racial Sensitivity            |
| <input type="text"/> | Sense of Humor               | <input type="text"/> | Creativity                    |
| <input type="text"/> | Initiative                   | <input type="text"/> | Assertiveness                 |
| <input type="text"/> | Self-Confidence              | <input type="text"/> | Acceptance of Criticism       |
| <input type="text"/> | Flexibility                  | <input type="text"/> | Ability to Deal with Stress   |
| <input type="text"/> | Ability to Express Feelings  | <input type="text"/> | Spirituality                  |
| <input type="text"/> | Ability to Make Decisions    | <input type="text"/> | Dependability                 |
| <input type="text"/> | Ability to Live in Community | <input type="text"/> | Leadership Ability            |

## Part Three

Use the following space for any additional comments you may wish to make. Use another sheet if necessary and attach to this form.

## Part Four

**FINAL RECOMMENDATION** In regard to this applicant, check one box only

Highly Recommended

Recommended

Recommended with Reservations

Not Recommended

Signature

Date

Printed Name

Phone

Address

Send Completed Form to **Cap Corps East 18200 Harvard Avenue Cleveland OH 44128**