

## VOLUNTEER SERVICES REFERENCE FORM

**An employer, a teacher, coach, clergy, physician nurse practitioner, social worker or someone who knows you well should provide a reference. Family members or friends MAY NOT provide a reference.**

<b>REFERENCE</b>	<p>This individual has applied to do volunteer work at The Scarborough Hospital. As a volunteer this individual would have contact with patients whom are vulnerable, recovering from illness and have special needs. Volunteers assist staff, patients and their families in a variety of ways. Activities might include visiting, offering support and comfort, working in positions of trust and confidentiality. Volunteers also are required to work co-operatively with staff and volunteers.</p> <p style="text-align: center;"><b>Please put completed form in envelope provided, seal and return to applicant.</b></p> <p><b>Prospective Volunteer:</b> _____</p> <p><b>Name of Referee:</b> _____</p> <p><b>Signature of Referee:</b> _____ <b>Date:</b> _____</p> <p><b>Title/ Position:</b> _____ <b>Organization:</b> _____</p> <p><b>Referee's Address:</b> _____</p> <p><b>Referee's Phone #:</b> (____) ____ - _____ <b>Email:</b> _____</p>
<b>HISTORY</b>	<p>A) How long have you known the applicant? _____</p> <p>B) In what capacity have you known the applicant? _____</p>
<b>QUALITIES / STRENGTHS</b>	<p>1. In your opinion, is the applicant</p> <p style="padding-left: 40px;">Reliable    Responsible    Organized    Respected    Friendly    Caring</p> <p>Other Comments: _____</p> <p>2. What strengths or qualities does this individual possess that would be of value in performing volunteer duties:</p> <p style="padding-left: 40px;">Ability to follow instructions    Takes initiative    Shows sound judgment</p> <p>Other Comments: _____</p> <p>3. What area(s) do you feel the applicant needs to develop or strengthen?</p> <p style="padding-left: 40px;">Judgment    Initiative    Commitment    Interpersonal Skills    Confidence    Co-operation    Spoken English</p> <p>Other Comments: _____</p> <p>4. Do you recommend the applicant for a volunteer position?    Yes    No</p>
<b>OTHER</b>	<p>Other Comments: _____</p> <p>_____</p>