



Personal Reference Form

_____ has applied to the **CRISPAZ Summer Immersion Program** in El Salvador and has indicated that you would be able to give us an evaluation of his/her qualifications.

Founded in 1984, CRISPAZ (Christians for Peace in El Salvador) is a faith-based organization dedicated to mutual accompaniment with the church of the poor and marginalized communities in El Salvador.

Continually building bridges of solidarity between communities in El Salvador and those in our home countries, we strive together for peace, justice and human liberation.

The CRISPAZ Summer Immersion Program is designed to provide an intense learning and service experience in a poor community in El Salvador. The program will offer support to interns and at the same time require them to be resourceful in adapting independently to the way of life of their Salvadoran community during a three month period. There will be directed learning experiences as well as space and time for spiritual celebration and reflection. Interns will have an opportunity to contribute to the well-being of their community through the sharing of life experiences, skills and interests. Interns will also be expected to continue to follow up on the relationship of solidarity which they will establish with their Salvadoran community when they get back to the United States.

The success of this program and the benefit for the intern depend on the careful selection of the people involved. We would, therefore, appreciate your most honest evaluation of the applicant's capabilities for service and learning in this program. Also, your comments will help us determine the kind of service and type of community where the applicant's strengths can best be utilized. Because many applicants will not be interviewed personally, our staff in El Salvador needs specific information when possible regarding whether or not the applicant is suitable for our program.

This information is confidential. In the case of an applicant's acceptance to the program, this information will be summarized and shared with the placement community and placed in the applicant's personnel file.

Please return immediately, preferably by fax or e-mail.

This person's application cannot be processed until your recommendation is received.

Thank you very much.

Your Name: _____

I. Knowledge of the Applicant

During what period have you known the applicant? From _____ to _____

In what capacity have you known the applicant?

- | | |
|--------------------------|-------------------------------|
| ____ Academic supervisor | ____ Mentor |
| ____ Work supervisor | ____ Clergy/Pastor |
| ____ Co-worker | ____ Spiritual support person |
| ____ Friend | ____ Teacher/professor |

II. Work Performance (Answer only if you are an academic/work supervisor or teacher/professor)

To the extent to which you are able to assess the applicant's general work skills, competence and abilities, how would you rate him/her?

____ Outstanding ____ Good ____ Adequate/Average ____ Below average ____ Poor

Comments:

III. Relationships with Other People (All references should answer this section)

The applicant's success in their community immersion experience will depend heavily on their ability to relate well to people. Please assess the applicant's relationship skills keeping in mind both the cross-cultural relationship they will build as well as their ability to relate well to the community of other CRISPAZ interns, volunteers and staff.

____ Outstanding. Very effective in relationships with others. Able to adapt to group dynamics as well as spend time alone. Can lead as well as follow. Is able to give service as well accept the generosity and experience of others.

____ Good. Relates well to others but is growing in some areas of relationship skills and experience. Please share comments:

____ Average. Average in relationship skills. Although he/she demonstrates strengths which are: He/she also has weaknesses in these areas when relating to others:

____ Below average. There is reason to believe that the applicant has difficulty in relating to others, especially in difficult circumstances. Has difficulty resolving personal issues with others in the following ways:

IV. Emotional Maturity (All references should answer this section)

Immersion Program Volunteers will face stressful circumstances during their stay in El Salvador. It is important that they have the emotional maturity needed to handle this stress.

How would you rate this applicant's emotional maturity, especially in stressful situations. Please make comments.

___ Outstanding ___ Good ___ Average ___ Below Average ___ Poor

Please give an example, if you can, of when the applicant exhibited ability to work under pressure, adaptability, good judgment and flexibility in a stressful situation.

V. Beliefs and Values (Answer only if you are a friend, mentor, clergy/pastor, spiritual support person).

The applicant will share with us her/his faith perspective and how s/he lives out his/her spirituality. Please share with us your perspective on the applicant's ability to relate to people of differing beliefs or religious practices from his/her own.

Please share with us which values and beliefs you feel the applicant most strongly exemplifies. Give examples if you can.

How would you rate the applicant's spiritual maturity? Please comment.

___ Exceptionally mature. This person has clarity about his/her own beliefs, religious practices and spirituality, s/he lives her life in accordance with those beliefs and is respectful and tolerant of other's religious expression and spiritual journey.

___ Mature. This person has a clear idea of her/his own belief system is finding ways to live that. S/he is tolerant towards others and is fairly confident about sharing his/her faith.

___ Average. This person is still defining his/her belief system and world and life view. S/he is tolerant of differing viewpoints but occasionally unsure of her/his own. S/he may be somewhat uncomfortable with certain religious practices, either institutional religion or the practice of spirituality outside of institutional religion.

___ Below average. Faith and belief systems are largely undefined and unassimilated. This person is either intolerant of differences or so open that her/his own beliefs remain unclear or inconsistent.

___ Poor. This person has not sufficiently processed her/his faith belief systems or spirituality.
Comments:

VII. Strengths and Weaknesses (All references should answer this section).

Please describe the most outstanding abilities, skills and interests of this applicant, especially as you think it would apply to her/his experience in El Salvador.

Please describe the areas of weakness or growth which may affect the applicant's overall effectiveness and integration into the work and culture in El Salvador.

VII. Overall Evaluation (All references should answer this section, please be brief).

Briefly, how do you describe the applicant's personality?

In your experience, what role does s/he generally play in community/group dynamics?

Are you aware of any major life changes or trauma which could affect the applicant's effectiveness and sense of success in this experience?

Are there any other emotional, social or health factors which need to be considered?

Is there anything else which you know to be of significance regarding the applicant which s/he might not share or the application would not show? (Eg. skills, talents, personality traits, life experience, etc.)

Signature _____ Date _____

*Thank you for taking the time to fill out this reference form!
We greatly appreciate your input!*