|  |  |  |
| --- | --- | --- |
| Candidate Name: |  | Date: |
| Your Name: |  | Email: |
| Your Role: |  | Phone: |

Please put N/A for any questions that are not applicable and D/K for any question you honestly don’t know how to answer based upon your experience with the candidate.

1. How long have you known the candidate and what is the nature of your relationship?
2. What are the candidate’s core strengths?
3. What are the candidate’s recurring weaknesses?
4. How has the candidate shown self-awareness of their weaknesses and strengths?
5. In your observation, what kind of support or help does the candidate need to be effective and optimized in their job?
6. In their current ministry role, are there any tasks you would hesitate to assign them? Why?
7. From your observation, how does this candidate influence or motivate others to action?
8. In your observation, how does the candidate develop or disciple others?
9. Describe this candidate’s effectiveness in preaching/teaching. What words would you use to describe their communication?
10. From your observation, how does the candidate handle conflict?
11. How does the candidate respond to correction?
12. How would you describe the candidate’s spiritual maturity?
13. How would you describe the candidate’s social and emotional maturity?
14. From your observation, how effective is the candidate in managing others or leading teams?
15. How does this person balance the responsibilities of ministry with those of family life?
16. Please rate the candidate from 1 (weak) to 10 (very strong) on the following skills and attributes.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Communication |  | Administration |  | Ability to develop others |  |
| Relational warmth |  | Creativity |  | Caring/shepherding |  |
| Personal discipline |  | Collaboration |  | Teachable |  |
| Team Leadership |  | Follow through |  | Conflict resolution |  |
| Spiritual passion |  | Management of others |  | Listening |  |
| Personal confidence |  | Ability to cast vision |  | Receive critique/direction |  |

1. In each set of pairs, put an “X” on the side nearest to the words that best describe this candidate. You may only make one check per line/word pair. If you believe both word pairs describe the candidate, please choose the one that best represents the candidate, in your opinion.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Preaching/teaching | Leading smaller groups |  |
|  | Better up front | Better behind the scenes |  |
|  | Detailed/organized | Big picture/conceptual |  |
|  | Aggressive | Reflective |  |
|  | One-on-one relationships | Influence of large groups |  |
|  | Participation oriented | Results oriented |  |
|  | Introvert | Extrovert |  |
|  | Developing the organization | Developing the people |  |
|  | Thinker | Feeler |  |
|  | Structured | Adaptable |  |
|  | Mobilizing groups | Mentoring individuals |  |
|  | Multi-tasking | One thing at a time |  |
|  | Maintain | Grow |  |
|  | Self-directed | Needs direction |  |
|  | In the office | Out with people |  |
|  | Fast pace | Slow pace |  |
|  | Task driven | People driven |  |
|  | Collaborator | Individualist |  |
|  | Start new things | Improve existing things |  |
|  | Responds to problems | Anticipates problems |  |
|  | Participative | Independent |  |
|  | Realistic | Optimistic |  |
|  | Likes lots of options | Likes to work a plan |  |
|  | Get it done | Start it up |  |
|  | Shepherding people | Organizing people |  |
|  | Likes to fix it | Likes to understand it |  |
|  | Listens to empathize | Listens to problem solve |  |
|  | Likes change | Likes stability |  |
|  | Team leader | Team player |  |
|  | Spontaneous | Predictable |  |

1. Are there any specific areas or topics you would recommend we explore more fully with this candidate?
2. Do you have any concern about the candidate’s readiness for this pastoral position?

1. To your knowledge, is there any reason why this individual should not be considered for this pastoral position?
2. Who else knows this candidate well? If possible, please provide contact information.
3. Is there any additional information you feel we should know about this candidate?

*Thank you for taking your time to complete this reference. Please return via email to* [*info@redeemercitychurch.org*](mailto:info@redeemercitychurch.org) *at your earliest convenience. Please make the subject line:* ***“Pastoral Candidate: {CANDIDATE NAME} Reference Form”***