

Recommendation Blank

Please fill out and return within ten days

Upper Columbia Conference of Seventh-day Adventists
PO Box 19039, Spokane, WA 99219-9039

NAME OF APPLICANT _____ DATE _____

EMPLOYMENT DATES: From _____ To _____

The person listed above has applied for a position as a teacher in the Upper Columbia Conference. We appreciate your candid evaluation of this applicant. This will be kept strictly confidential. Please include the following points. An immediate reply will be appreciated.

1. In what capacity were you associated with the applicant?

Superintendent _____ Supervisor _____ Pastor _____
Teacher _____ Associate _____ Other _____

2. Approximately how long have you known the applicant?

3. Have you observed the applicant's teaching? Yes _____ No _____

4. How does the applicant react to suggestions?

5. Check the grades in which you think this person would do his/her best work:

First-Second _____ Third-Fourth _____ Fifth-Sixth _____
Seventh-Eighth _____ Secondary _____ Principal _____

6. Does this applicant represent denominational standards? Yes _____ No _____ Ukn* _____

7. Is the applicant faithful to the church? Yes _____ No _____ Ukn* _____

8. Would you employ applicant for a school in your charge? Yes _____ No _____ Ukn* _____

*Ukn = Unknown

PLEASE COMPLETE INFORMATION ON REVERSE SIDE

We appreciate your candid evaluation of this applicant by placing a "X" in the appropriate column.

	Superior	Above Average	Average	Fair	Unknown
Personal appearance					
Personality and enthusiasm					
Speaking voice and manner					
Uses a variety of teaching strategies					
Knowledge of subject matter					
Use of language					
Attention and response of pupils					
Skill in motivating students					
Classroom discipline					
Classroom management					
Understanding of children/youth					
Resourcefulness and initiative					
Promptness and thoroughness					
Character, morals, and ethics					
Loyalty and cooperation					
Tact in dealing with parents and associates					
Interest in school activities					
Interest in professional improvement					
Care of room and equipment					
Organizational skills					
Flexibility					
Spiritual role model to students					
Creativity					
Communication Skills					

In what quartile would you rate the applicant among teachers you have known or with whom you have worked?

75-100%____ 50-75%____ 25-50%____ 0-25%____

Applicant's greatest strengths:

*Area for growth:

*General comments not covered by this application: _____

Your Name _____ Position _____

Phone Number _____

*Please do not comment on applicant's age, gender or any perceived disability.