



Oregon 4-H Youth Development Program CONFIDENTIAL CHAPERONE REFERENCE

Australia Costa Rica Finland Norway

Return to: *WorldWide Exchange Services*
20700 – 44th Ave. W, Suite 550
Lynnwood, WA 98036

Applicant's Name: _____ State: _____

The individual above has applied for a Chaperone position with the 4-H International Outbound Exchange Program. Chaperones are responsible for the welfare and development of participants who visit another country, live with host families and participate in educational seminars and tours. Their primary objective is to better understand the people of their host country, and assist youth in maximizing the quality of their experience. Your evaluation of the applicant's ability to provide effective leadership in this capacity is appreciated.

***Thank you for providing this reference.
All information is confidential.***

****Please Read****

This form is designed to facilitate the task of reference writing. If you prefer to write a letter rather than complete this form, or if you prefer to add comments where only ratings are requested, please do so. Leave questions unanswered if your knowledge of the applicant does not qualify you to answer.

How long have you known the applicant? _____

In what ways have you been associated with this applicant? _____

Please assess the applicant's suitability and experience to work with youth ages 12-18 of different genders, backgrounds and cultures: _____

Please assess the applicant's skills in teaching, leadership and organizing groups: _____

Is the applicant tactful and sensitive when working with people whose opinions and actions differ from his/her own? _____

Please discuss any foreign language abilities which the applicant may have. _____

Interpersonal Relations: As you observe this applicant in relation to other people, is he/she usually:
(specify "Yes" or "No" and/or comments, please)

Cooperative	[] Yes	[] No	Comments: _____ _____ _____ _____
Looked to for guidance	[] Yes	[] No	
Resentful	[] Yes	[] No	
Outgoing	[] Yes	[] No	
Sensitive towards others	[] Yes	[] No	

How does this applicant react to:

Physical Discomfort: _____

Stress/Pressure: _____

Sudden changes in schedule: _____

Awkward and embarrassing situations: _____

In comparison with persons you have known, how would you rate the applicant in the following areas:

	<u>Below Average</u>	<u>Average</u>	<u>Above Average</u>	<u>Top 10%</u>
Emotional Maturity	[]	[]	[]	[]
Leadership	[]	[]	[]	[]
Enthusiasm/Energy	[]	[]	[]	[]
Self-Confidence	[]	[]	[]	[]
Sense of Humor	[]	[]	[]	[]
Handling Emergencies	[]	[]	[]	[]
Self-Starter	[]	[]	[]	[]
Flexible	[]	[]	[]	[]

Qualities vary with an individual. What do you think are the applicant's greatest strengths and weaknesses as they might apply to this program?

*Strengths _____

*Weaknesses _____

Please summarize your recommendations by ranking the applicant with persons you have known who possess leadership qualities.

<u>Unacceptable</u>	<u>Below Average</u>	<u>Average</u>	<u>Above Average</u>	<u>Top 10%</u>
[]	[]	[]	[]	[]

Do you recommend this applicant for participation?

- YES
- NO

Additional Comments (Use back of this page if necessary) _____

Signature: _____ Printed Name: _____ Date: _____

Title: _____ Telephone: () _____

Relationship to Applicant: _____

Address: _____

City: _____ State: _____ Zip: _____