

**Trinita / Trinity Mission Center**

P.O. Box 35105  
Cleveland, Ohio 44135  
1-800-272-8850

E-Mail Address: CenacleVolunteer@aol.com

**www.TMC3.org**



Recommendation for :

The above person has applied to volunteer for a time as a volunteer on a mission. This candidate has indicated that you are in a position to give us a reliable evaluation. A candid expression of your opinion is necessary. All information will be kept confidential. Please feel free to use additional paper if necessary. A prompt return of this recommendation is necessary.

Thank you!

1. How long have you known the candidate? From \_\_\_\_\_ To \_\_\_\_\_
2. In what capacity have you known the candidate? \_\_\_\_\_  
 I do not know the applicant well enough to complete this form.  
 I prefer to write a letter which is attached.
3. A certain level of competency is needed to contribute to this mission. Volunteers should be able to do a job well. In your judgement, how competent is this candidate, as demonstrated by work in school or on a job?  
 Extremely competent. Can always be counted on to do an excellent job.  
 Very competent.  
 Adequate, but not outstanding.  
 Doubtful.  
 Incompetent. Has failed on many occasions to perform competently.  
  
Please describe how the candidate has demonstrated his/her level of competence.
4. What skills or other assets does the candidate have that would aid him/her in mission work?
5. To the best of your knowledge, does the candidate have a substance abuse problem or physical handicap?  
 Yes  No If yes, please explain.
6. Mission work requires working with people of all races, religions and classes in a variety of tasks. Keeping this in mind, how would you rate your candidate on emotional maturity, stability, the ability to tolerate stress, to work alone or under pressure and to cope with unusual difficulties?  
 Superb. Exceptionally mature and emotionally stable.  
 Very good. Mature and emotionally stable.  
 Good. Above average in emotional stability and maturity for the candidate's age group.  
 Doubtful. There is reason to believe that the candidate will not stand up under stress.  
 Poor. Candidate is emotionally unstable, has a history of emotional outbursts, withdrawal or other signs of inability to cope.

Comments on emotional maturity of candidate.

7. Do you have any knowledge of any behavior which shows that this applicant is not reliable, honest or of good character?  Yes  No If yes, please explain.

8. Mission work requires working with people of all races, religions and classes in a variety of tasks. Keeping this in mind, how would you rate this applicant on relationships with other people?

- Superb. Unusually effective in relationships in many situations. Has respect for many people.
- Very good. Works quite well with others.
- Good. About average in effectiveness of relationships with others.
- Doubtful. The candidate might have difficulties in working with others.
- Poor. Candidate can not work effectively with other people. The candidate would be a distinct liability in a team effort.

Comments on candidate's relationships with other people.

9. Overall recommendation:

- I recommend this applicant without reservation for volunteer mission work.
- I have some reservations, but feel that the applicant could benefit from time on the mission and contribute to the work.
- I feel the applicant is not suited at this time to make a positive contribution to the mission work.

\_\_\_\_\_  
Signature Date

Please print:

Your name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Day (\_\_\_\_) \_\_\_\_\_ Evening (\_\_\_\_) \_\_\_\_\_

E-mail \_\_\_\_\_

Would you allow us to contact you, should we need further clarification regarding your recommendation?

- Yes  No

Thank you very much for taking the time to complete this recommendation form.