

**Aldersgate United Methodist Church
Employee Reference Check Interview Form**

Name of applicant _____

Reference name: _____

Reference phone: _____

Staff person conducting interview _____ Date: _____

1. What is your relationship to the applicant?

2. How long have you known the applicant?

3. How well do you know the applicant?

4. Please describe the applicant:

5. How would you describe the applicant's ability to relate to children and/or youth?

6. How would you feel about the applicant working as a volunteer with your child and/or youth?

7. Do you know of any characteristics that would negatively affect the applicant's ability to work with children and/or youth?

8. Do you have knowledge that the applicant has ever been convicted of a crime?

9. Are there any other comments you would like to make about the applicant?

Staff member signature _____ Title _____ Date _____