



## Volunteer Reference and Certification Form

1 of 1

\_\_\_\_\_ is applying for endorsement by the Muslim Endorsement Council (MEC) as a chaplain and has given your name as a reference for certifying their volunteer chaplaincy work. We appreciate your prompt response to the following questions, and we assure you that all information we receive will be treated confidentially. References are very important in determining the qualifications and character of an applicant. Please complete the entire questionnaire. Please do not alter the form in any way. Immediate family members are not acceptable as a volunteer reference certifier. Please indicate:

1. How long have you personally known the candidate?

\_\_\_\_\_

2. Check which best describes the candidates volunteer roles:

Imam  Dawah  Chaplain  Counselor  Professor  Teacher  Other:

\_\_\_\_\_

3. How long was the candidate a volunteer?

From \_\_\_\_\_(mm/yy) to \_\_\_\_\_(mm/yy)

4. Is the candidate effective in this religious work?

\_\_\_\_\_

5. How could he or she become more effective?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. What is your relationship with the candidate?

\_\_\_\_\_

7. Does the candidate work well with others?

\_\_\_\_\_

8. Does the candidate deal effectively with conflict? (If your answer is no, please explain.)

9. What are the strengths of the candidate?

10. What are the areas that the candidate needs to improve?

11. State your opinion of how prepared the candidate is for religious work?

12. State your opinion of the applicant's soundness of understanding Islamic belief and practice.

13. Do you believe the candidate is qualified for religious leadership?

14. Is there an area that the candidate could benefit by having further education?

15. Do you see this person as someone who you would hire, have as a leader in your congregation or like to work with as a colleague?

Additional Comments:

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Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Occupation: \_\_\_\_\_

Date: \_\_\_\_\_ Organizational Affiliation: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_