

Applicant's Name	
Post Applied for	Harnham Music Missioner
Referee's Name	
Contact details	
In what capacity do you know the applicant?	
How long have you known the applicant?	

1. The Applicant's Personal Characteristics and Skills

How often does the candidate demonstrate the following characteristics and skills? Please ring one number using the following scale:

- 1- Not at all
- 2- Rarely demonstrates this characteristics and skills
- 3- Developing this ability characteristics and skills but still requires support
- 4- Often demonstrates characteristics and skills
- 5- This description accurately characterises the candidate.
- N/A- There is no opportunity to observe the skill or ability in your relationship with the applicant.

The applicant is a good team member who works well with others	1	2	3	4	5	N/A
The applicant has good communication skills and swiftly positive relationships with the public / customers / service users	1	2	3	4	5	N/A
The applicant has effective leadership skills and is able to communicate a vision and inspire team members.	1	2	3	4	5	N/A
The applicant takes an organised approach to their work, is able to manage their time effectively on a day – to – day basis and meets deadlines and targets.	1	2	3	4	5	N/A
The applicant is able to effectively develop and implement longer term plans and projects.	1	2	3	4	5	N/A
The applicant has a positive and energetic approach to their work.	1	2	3	4	5	N/A
The applicant is pro-active and resourceful when solving problems.	1	2	3	4	5	N/A
The applicant is resilient and able to work under pressure.	1	2	3	4	5	N/A
The applicant has a good understanding of professional issues such as confidentiality, appropriate boundaries and safeguarding.	1	2	3	4	5	N/A
The applicant is punctual to work and follows internal working processes and policies.	1	2	3	4	5	N/A
The applicant is honest and trustworthy.	1	2	3	4	5	N/A

If you are the applicant's line manager, how many days work have they missed due to illness or personal reasons over the last year?	
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2. The Applicant's Suitability for the Post

A copy of the job description and person specification are provided.

Do you know of any reason why the applicant should NOT work with children?	Yes, there is a reason	No	
Do you know of any reason why the applicant should NOT work with vulnerable adults?	Yes, there is a reason	No	
If you have previously employed the applicant, would you employ them again?	Yes	No	N/A
Would you recommend the candidate for this post?	Yes	With reservations	No

Please use this box to explain in more detail your recommendation for the candidate for this position and any reservations. You may also use this box to explain your answers to any other questions, or pass on any other information you think may be relevant. Please feel free to expand this box or continue on additional paper if you wish.

3. The Applicant's Christian Faith

It is an Occupational Requirement under the Equality Act 2010 that the Music Missioner is a committed Christian, in full support of the ministries of Harnham Parish and at one with Harnham Parish ethos, vision and objectives.

If your relationship with the applicant allows you to comment on these issues, please answer the questions below.

The applicant has a strong and growing Christian faith which pervades all aspects of their life	1	2	3	4	5	N/A
The applicant is a mature Christian, confident in sharing their faith with others	1	2	3	4	5	N/A

Please share any observations about the applicant's faith and/or their suitability for a staff position in a church and community where they would be looked on as a role model by others.