

Volunteer Reference Form

Dear Referee,

The person who gave you this form, has applied to volunteer with Prison Fellowship England and Wales, and has asked you to be their referee. We would be grateful if you would complete the reference form as fully and as honestly as possible to indicate whether you think the applicant is suited to being a PF volunteer. **It is important that the reference is thoroughly completed due to the sensitive nature of Prison Fellowship's ministry.** An incomplete reference may mean that the volunteer application cannot progress.

If accepted the applicant would potentially:

- Pray for prisoners and the work within the Criminal Justice System;
- Work in a team;
- Have contact with children or vulnerable adults (including those with mental health issues and learning disabilities);
- Work inside a prison alongside Chaplaincy by leading and participating in bible studies and services;
- Take part in Prison Fellowship programmes such as *Sycamore Tree*, *Angel Tree* and *Letter Link*.

Information you give regarding medical complaints, abilities or criminal convictions is considered highly important as it may affect the applicant's suitability and the measures that are taken to support them in their volunteering. The information that you share will be treated in confidence and shared only where necessary with local leaders.

When you have completed the form, please return it to the following address within 7 days:

Prison Fellowship
PO Box 68226
London
SW1P 9WR

Or scan and email it to volunteer@prisonfellowship.org.uk

Thank you for taking the time to complete this form.

Yours faithfully,

Stephen Hawkins
Operations Manager

Volunteer Reference Form

Name of Referee:	
Contact Number:	
Email:	

Name of Applicant:	
Contact Number:	
Email:	

How long have you known the applicant? In what context?
Please give details of any similar work (paid or unpaid) in which the applicant has been engaged in recent years, and give your impressions of their performance/suitability.
Do you consider the applicant to be suitable for volunteering with children/young people and vulnerable adults for Prison Fellowship? Please give your reasons.
In your view, what are the applicant's strengths and weaknesses? (e.g. Temperament, reliability, response to pressured situations) Strengths: Weaknesses:

How does the applicant respond to working: (Please tick the appropriate boxes and add comments).

	Poor	Adequate	Fair	Good	Excellent
Under a team leader?					
Comments:					
In a team?					
Comments:					
With both men and women?					
Comments:					

<p>Please comment on the applicant's spiritual life if known (e.g. Christian commitment, church attendance).</p>
<p>Please give details of any relevant disciplinary matters or investigations that you are aware of involving the applicant:</p>
<p>Is there anything else about the applicant that you feel we should be aware of?</p>

Signed: **Date:**

Print name: