



## Reference Form for Non Teaching Positions

Please return to: **Socrates Academy, 3909 Weddington Road, Matthews, NC 28105**

If you have questions, contact Janis Dellinger-Holton, Principal, 704-321-1711, [janisdh@socratesacademy.us](mailto:janisdh@socratesacademy.us), or Suzanne Fortune, [sfortune@socratesacademy.us](mailto:sfortune@socratesacademy.us)

**To the Applicant:** Please fill in your name, the type of position for which you wish to be considered, and your signature. Forward this form to the person you wish to give you a reference. For the convenience of the recommender, it would be considerate to include a stamped envelope to the above address, Attn: Personnel Office.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Applying for a position as \_\_\_\_\_

**To the Recommender:** Please state frankly your opinion of the applicant's qualification on the form below.

**Thank you very much for your thoughtful responses!**

Capacity in which you have known the applicant \_\_\_\_\_

Length of time you have known the applicant \_\_\_\_\_

	Poor	Fair	Average	Good	Excellent
Health, Vigor, and Energy					
Command and Use of English					
Patience					
Understanding of Child Growth and Development					
Creativity and Imagination Evident in Work					
Handling of Routines and Responsibilities					
Rapport with Students					
Rapport with Teachers or Peers/Teamwork					
Rapport with Parents					
Rapport with Administrators					
General Intelligence					
Tactfulness, Judgment, and Common Sense					
Thorough Knowledge and Understanding of Subject Matter					
Skill in Motivating Students					
Sensitivity with and Consideration of Others					
Skill as Instructor (ability to adapt teaching techniques, to individualize curriculum and instruction, to inspire)					
Classroom Management					
Flexibility					
Enthusiasm Toward Work and Life					

