



**University of Wisconsin Extension 4-H Youth Development  
Confidential International Adult Advisor Reference**

(Submit two reference forms completed by non-family members.)

Name of Applicant \_\_\_\_\_

Program(s): \_\_\_\_\_

*The above named person has applied for a position as a 4-H International Program group leader. Chaperones are responsible for the welfare and development of youth participants. Their primary objective is to better understand and respect the people of their host country and assist youth in maximizing the quality of their experience. Your evaluation of the applicant's ability to provide effective leadership in this capacity will be appreciated. All information is confidential.*

*This form is designed to facilitate the task of reference writing. If you prefer to write a letter rather than complete this form of if you wish to add comments where only ratings are requested, please do so. Leave questions unanswered if your knowledge of the applicant does not qualify you to answer. Thank you.*

*Wisconsin International Programs Assistant  
(608) 262-2491*

1. How long have you known the applicant? \_\_\_\_\_

2. How have you been associated with the applicant? \_\_\_\_\_

3. Please assess the applicant's suitability and experience to work with youth ages 12-18 of different genders, backgrounds and cultures. Please explain. \_\_\_\_\_

4. How does the applicant work under pressure, react to sudden changes in schedules or to awkward or embarrassing situations? \_\_\_\_\_

5. Please assess the applicant's skills in teaching, leadership and organizing groups. \_\_\_\_\_

6. Is the applicant tactful and sensitive when working with people whose opinions and actions differ from his or her own? Please explain. \_\_\_\_\_

7. Please discuss any foreign language abilities the applicant may have. \_\_\_\_\_

8. In comparison with other people you have known who possess leadership qualities, how would you rate the applicant in the following areas?

	Below Average	Average	Above Average	Top 10%
Emotional maturity	_____	_____	_____	_____
Responsibility	_____	_____	_____	_____
Enthusiasm & energy	_____	_____	_____	_____
Self-confidence	_____	_____	_____	_____
Sense of humor	_____	_____	_____	_____
Ability to handle an emergency	_____	_____	_____	_____

9. Qualities vary with individual. What do you think are the applicant's greatest strengths and weaknesses as they might apply to this assignment?

<p style="text-align: center;">Strengths</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<p style="text-align: center;">Weaknesses</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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10. Please summarize your recommendations by ranking the applicant in comparison with persons you have known who possess leadership qualities:

- \_\_\_\_ Top 10%; outstanding leader.
- \_\_\_\_ Above average, very good; would succeed in most situations.
- \_\_\_\_ Average, good: would experience some difficulties.
- \_\_\_\_ Below average; questionable.
- \_\_\_\_ Poor; unacceptable.

Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Due January 1 to:  
**4-H International Programs, 436 Lowell Hall, 610 Langdon St., Madison, WI 53703**