

## SCRIPT FOR INTERVIEWING REFERENCES

Potential Volunteer's Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Person being interviewed: \_\_\_\_\_

I am with the Colorado State University Extension 4-H Youth Development Program in  
\_\_\_\_\_ County.

\_\_\_\_\_ is applying to work as a volunteer in our 4-H Youth Development Program and has given your name as a reference. Would you be willing to answer a few questions about Mr./Ms./Mrs. \_\_\_\_\_? Your comments will be confidential.

4-H Youth Development strives to provide a safe learning environment for youth. In 4-H Youth Development, volunteers play a very important role in helping to deliver educational programs in our communities. They help youth have fun while learning new skills. We appreciate your assistance in helping us select well-qualified people to serve as 4-H volunteers.

\_\_\_\_\_ has indicated she/he approves of your sharing information with us. All information will be confidential and used only to help us decide on selecting volunteers for our program.

1. How long and in what capacity have you known this person?  
\_\_\_\_\_
  
2. Please comment about this person's ability to work with youth: \_\_\_\_\_
  
3. How would you rate this person's ability to work with adults? \_\_\_\_\_  
\_\_\_\_\_
  
4. Please comment about his/her sense of responsibility and follow-through on commitments.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
5. What attributes or qualities does this person have which will benefit 4-H Youth Development as a youth organization?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Are you aware of any limitations that would make this person an unsuitable volunteer to be working with youth?  
\_\_\_\_\_
  
7. Would you be comfortable having your child or youth you know under the guidance of this person? (If no, ask why?) \_\_\_\_\_  
\_\_\_\_\_
  
8. To the best of your knowledge, has this person ever been convicted of a crime? (If yes, ask for their comments.) \_\_\_\_\_  
\_\_\_\_\_
  
9. Has this person ever been arrested? (If yes, ask for their comments.) \_\_\_\_\_  
\_\_\_\_\_
  
10. To the best of your knowledge, has this person any history of alcohol or drug abuse?  
\_\_\_\_\_
  
11. Are there any additional comments you might wish to share?  
\_\_\_\_\_  
\_\_\_\_\_

Thank you very much for your help. I appreciate your honest responses. They will be kept confidential. Thanks again.