

TEACHER RECOMMENDATION
Northern California Conference
Early Childhood Education Center

Evaluator – please indicate if
this recommendation form is to be:

OPEN FILE – Available to the applicant
 CLOSED FILE – Not available to the applicant

Dear Evaluator:

_____ has applied for a teaching position in a Seventh-day Adventist school and has named you as a reference. Your frank appraisal will help the Office of Education evaluate the applicant's personal and professional skills.

How long have you known the applicant? 1-5 years 6-10 years more than 10 years

What position(s) did the applicant hold? _____

What was your official relationship to the applicant? Pastor Director Superintendent
 Colleague Teacher Other _____

Have you observed the applicant's teaching? Yes No

Would you employ or re-employ the applicant? Yes No

What type of school setting do you recommend for this applicant? Please give consideration to items such as location, size of school, cultural sophistication of community.

Please return this form to:

Coreen A. Hicks
Associate Superintendent of Schools
Northern California Conference
401 Taylor Blvd.(P. O. Box 23165)
Pleasant Hill, CA 94523
Phone: (925) 685-4300 ext. 1264
Fax: (925) 686-2014

<p>The following criteria are provided to assist the evaluator in completing this recommendation.</p> <p>Circle the response that best describes the evaluation for each item, using the following rating scale:</p>	Outstanding	Commendable	Acceptance	Area of Concern	Inadequate Basis For Judgment	Comments
Commitment to SDA Church	5	4	3	2	1	
Creativity	5	4	3	2	1	
Christian role-model	5	4	3	2	1	
Initiative	5	4	3	2	1	
Scholarship	5	4	3	2	1	
Self-control	5	4	3	2	1	
Physical fitness	5	4	3	2	1	
Physical appearance	5	4	3	2	1	
Dignity of manner	5	4	3	2	1	
Voice quality	5	4	3	2	1	
Command of the English language	5	4	3	2	1	
Kindness and courtesy	5	4	3	2	1	
Discretion and judgment	5	4	3	2	1	
Skill in problem solving	5	4	3	2	1	
Willingness to listen	5	4	3	2	1	
Acceptance of criticism	5	4	3	2	1	
Loyalty	5	4	3	2	1	
Adaptability	5	4	3	2	1	
Punctuality	5	4	3	2	1	
Industry and dependability	5	4	3	2	1	
Planning and organization	5	4	3	2	1	
Neatness and order in the classroom	5	4	3	2	1	
Classroom control	5	4	3	2	1	
Rapport with young people	5	4	3	2	1	
Instructional competence	5	4	3	2	1	
Enthusiasm for teaching	5	4	3	2	1	
Commitment to SDA Education	5	4	3	2	1	
Relationship to peers	5	4	3	2	1	
Cooperation with administrators	5	4	3	2	1	
Communication skills	5	4	3	2	1	
Good self-image	5	4	3	2	1	
Relationship to parents of students	5	4	3	2	1	

Evaluator's Name and Title/Position: _____

Address: _____

Telephone: _____

THANK YOU!