

Character Reference Request Form for Rutgers Youth Enjoy Science

Applicant's Name: \_\_\_\_\_

Position: Rutgers Youth Enjoy Science Cancer Research Program for TEACHERS

Location: Rutgers Cancer Institute of New Jersey Summer; New Brunswick, NJ Dates: Summer '22 & '23

Reference Name: \_\_\_\_\_ Phone: \_\_\_\_\_

School: \_\_\_\_\_ Email: \_\_\_\_\_

Reference Title: \_\_\_\_\_ How long have you known the candidate: \_\_\_\_\_

To Answer Questions:

Please answer each question throughout the survey by marking "X" on the appropriate box under the number that best describes the extent to which you feel the candidate uses these skills, compared to others in the classroom/workplace. As you read each item, please keep in mind:

The scale below is on a continuum of 1 - 5, where a "1" indicates that compared to others in the workplace/classroom, the candidate never uses the skill under any circumstances. A "3" indicates that candidate uses the skill to a moderate or average extent. A "5" indicates that compared to others in the classroom/workplace, candidate uses this skill at all times and under all circumstances.

If you cannot answer a particular question based on your own personal experience or observation of the Candidate, mark the "Not Observed" (N/O) column for that question. Your responses are personal and do not reflect the views of any company/organization to which you belong now or to which you have belonged in the past.

EXTENT SCALE

1	2	3	4	5
Never	Some Extent	Moderate Extent	Average Extent	Always

**General Conduct**

<b><i>The teacher/candidate;</i></b>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>Not Observed</u>
<b><i>Builds strong, positive working relationships with colleagues and maintains them over time?</i></b>						
<b><i>Communicates information, ideas, and data clearly and concisely so that others can understand?</i></b>						
<b><i>Demonstrates dependability (e.g., reports consistently, and on time, for work, appointments, and meetings)?</i></b>						
<b><i>Successfully manages multiple priorities and consistently meets deadlines?</i></b>						



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**Curriculum and Education Competence**

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>Not Observed</u>
<i>Is able to plan, prioritize and effectively manage tasks assigned</i>						
<i>Cooperates with others in the department to achieve common goals</i>						
<i>Demonstrates knowledge of curriculum development</i>						
<i>Demonstrates knowledge of subject matter and transmits knowledge in an interesting manner using a variety of techniques and/or materials to accomplish the objectives of instruction</i>						
<i>Is willing to take personal risks to advance new ideas; has courage to commit resources based on analysis and intuition</i>						
<i>Pedagogical knowledge</i>						

**Additional Questions:**

Starting with the most important, please comment on the top 3 ways that this individual could improve upon their work performance.

Starting with the most important, please comment on the top 3 strengths of this individual.

Additional comments you would like the review committee to consider about the applicant.

