

Reference Check Guidelines

Here are a few tips to use when checking personal references for Adult Leaders:

- 1) Introduce yourself & explain the purpose of the contact.
- 2) Ask how long the reference has known the applicant & what is the nature of their relationship.
- 3) Ask about the applicant's positive attributes-why would the individual make a good scout leader?
- 4) Ask the reference to describe personal observations of the applicant interacting with children.
- 5) Ask if the applicant has any qualities relating to the welfare of children about which the committee should be concerned.
- 6) Are there any reasons the reference could explain that the applicant should be denied membership in the Boy Scouts of America?
- 7) Ask if the reference would feel comfortable having his or her own child supervised by the applicant.

Remember to be polite & to thank the reference for their time & input.