



The Urban Ministry Institute

Equipping Leadership for the Urban Church

Reference Form for Potential Satellite Coordinator

_____ has applied to be a Satellite Coordinator of *The Urban Ministry Institute's* distance education program and has given your name as a reference. Each applicant must submit a recommendation from his/her pastor (or pastoral supervisor if the candidate is already a pastor), ministry colleagues, or others in a position to speak knowledgeably of his or her life and ministry. This recommendation is given serious attention. Therefore, we request that you complete the form carefully and candidly, and return it directly to: The Urban Ministry Institute, Satellite Director, 2001 S. Vermont Ave, Los Angeles, CA 90007.

I, _____, waive my right to see this reference. ☐ Yes ☐ No
Applicant's signature

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1. How long have you known the applicant?
 2. How well do you know him/her?

<input type="checkbox"/> Just by name	<input type="checkbox"/> A few personal contacts
<input type="checkbox"/> Fairly well	<input type="checkbox"/> Close, ongoing relationship
 3. To the best of your knowledge, has the applicant been born again by faith in Jesus Christ?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> I don't know
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 4. How involved is the applicant in the activities and outreach at his/her church?

<input type="checkbox"/> Irregular attendance, little interest in your church's activities or outreach ministries
<input type="checkbox"/> Seldom participates in your church's activities or outreach, but is a regular attender
<input type="checkbox"/> Is cooperative and is usually willing to help in your church's activities and outreach ministries
<input type="checkbox"/> Enthusiastically engages in your church's activities and outreach ministries

5. In what areas of the applicant's church life and ministry has the applicant been regularly active?

6. In what areas of the applicant's church life and ministry has the applicant shown leadership abilities?

7. In your opinion, what spiritual gifts and/or special abilities does this applicant possess?

8. In comparison with other members of your church, how would you rate this person in the following areas?

	Outstanding	Above Average	Average	Below Average	Don't Know
Leadership					
Dependability					
Honesty					
Teachability					
Initiative					
Judgment					
Relationships with Others					
Loyalty to Church					
Knowledge of Scripture					

9. Is the applicant's overall character such that you would be confident in recommending him/her to lead others?

☐ Yes ☐ No

Remarks:

10. Has the applicant talked to you about his/her desire to supervise Christian leadership training as a Satellite Coordinator? Are you supportive of this desire?

Remarks:

11. How would you describe the applicant's role in their church or denomination? (Check all that apply)

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| <input type="checkbox"/> a senior pastor | <input type="checkbox"/> a member of your pastoral staff |
| <input type="checkbox"/> a pastoral trainee | <input type="checkbox"/> an elder |
| <input type="checkbox"/> a deacon | <input type="checkbox"/> a lay leader |
| <input type="checkbox"/> a Christian worker | <input type="checkbox"/> a teacher or trainer |
| <input type="checkbox"/> other (please explain): | |

12. While we do not require our Site Coordinators to be ordained, we strongly believe they need to evidence the same level of maturity as biblical eldership. There are five areas that are critical to us. Your comments on the applicant in each of these areas will prove especially helpful to us.

A. Personal Character and Godliness:

B. Overall Christian Leadership History:

C. Doctrinal Preparation and Evangelical Credentials:

D. Financial Integrity:

E. Administrative Ability:

Other Comments:

Name (Please print) _____

Signed _____ Date _____

Position _____

Church Name _____

Church Address _____

Church Phone Number _____

E-mail _____