# Office of Student Engagement

Benson 335

Wake Forest Rd.

Winston-Salem, NC 27109

**Recommendation Form for Engagement Consultant Student Employment**

**Directions for Applicants:**

The applicant should have two recommenders complete this form. Recommenders may include professional references, advisors, professors, coaches, and past supervisors. Applicants should instruct recommenders to send this recommendation form to Michele Kurtz via email at kurtzms@wfu.edu by August 8, 2016. Additionally, applicants may want to share the job description and their resumes with recommenders.

**Directions for Recommender:**

Recommenders should complete this form and submit it to Michele Kurtz via email at kurtzms@wfu.edu by August 8, 2016. Please download and save the form to your computer. Please save the file as “EC\_ApplicantName\_YourName”, complete the form, then upload the file to your email. This form will not work when open in PDF viewers or Google Doc. If you have questions, please call Michele Kurtz at 336-758-4064.

**To be Completed by Recommender**

**Recommender Information**

Recommender Name: Click or tap here to enter text.

Company Name: Click or tap here to enter text.

Email: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Applicant Name: Click or tap here to enter text.

How long and in what capacity have you known the applicant?

Click or tap here to enter text.

**Statement**

We would appreciate your assessment of the applicant’s leadership and professional promise. Please include a brief statement of the applicant’s strengths and weaknesses.

Click or tap here to enter text.

*Please continue to next page*

**Summary Evaluation**

Please indicate the applicant’s promise as a student employee in comparison to others of similar age and experience. Select a rating by clicking on “choose an item.”

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| --- | --- | --- | --- |
| **Communication** | | | |
| Communicates in non-traditional forms  Choose an item. | Understands communications styles of others  Choose an item. | | Provides appropriate feedback  Choose an item. |
| **Leadership Development** | | | |
| Initiates change for the common good  Choose an item. | Establishes vision  Choose an item. | | Mentors others  Choose an item. |
| **Collaboration** | | | |
| Seeks the involvement of others  Choose an item. | Articulates aspects of interdependence  Choose an item. | | Influence others through the collaborative process  Choose an item. |
| **Enhance Self-Esteem** | | | |
| Confirms self-image  Choose an item. | | Assists others with building understanding of self  Choose an item. | |

Please indicate the strength of your overall endorsement of the applicant.

Choose an item.

Signature: Click or tap here to enter text. Date: Click or tap to enter a date.