

SPECTRA LEADer

**Applicant Reference Form #1 – Faculty**

I hereby waive any and all rights of access to this document which is to be included in my application for the SPECTRA LEADer position at the College of Charleston. This waiver applies to the Family Education Rights and Privacy Act. I understand that this document may not be used for any purpose other than the evaluation of my qualifications for employment.

Authorizing signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name of Applicant: \_\_\_\_\_

**To the evaluator:** The above named person is applying for a SPECTRA LEADer position for the 2023 SPECTRA (Speedy Consolidation and Transition) Program with the Office of Multicultural Student Programs and Services at the College of Charleston. Please evaluate the capabilities of this student based on your interactions, paying specific attention to the skills listed below. For additional comments: please use the back of this form or attach your own letter of reference to the form. We value your assistance with our selection process.

This form can be hand-delivered, sent via campus mail, or emailed to Rochelle Johnson at [johnsonrr@cofc.edu](mailto:johnsonrr@cofc.edu). The applicant can submit the reference form with the application; however, the form must be ~~in a sealed envelope~~.

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

E-mail Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

\_\_\_\_\_

<b>Qualities Needed for a LEADer Position</b>	<b>Exceptional</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>
Leadership				
Professionalism				
Ability to set a good example as a role model				
Responsibility				
Maturity Level				
Communication				
Punctuality				
Commitment to excellence				
Confidentiality				
Character				
Integrity				

**Overall Evaluation:** I recommend this candidate:

\_\_\_ Enthusiastically \_\_\_ With some reservation \_\_\_ I do not recommend this candidate.

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Signature Date

**Please return form before Friday, December 16, 2022 to:**

Office of Multicultural Student Programs and Services  
College of Charleston - Multicultural Center, 207 Calhoun Street, Charleston, SC 29424  
Phone: (843) 953-5660 Email: [johnsonrr@cofc.edu](mailto:johnsonrr@cofc.edu)