PEER LEADER RECOMMENDATION FORM

UNIVERSITY OF PITTSBURGH AT GREENSBURG

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has applied for a Peer Leader position.

(Applicant’s name)

Peer Leaders are upperclass students who help with Summer Orientation and Academic Registration (S.O.A.R.), the New Student Information Fair, and Welcome Week activities. In addition to these summer responsibilities, they are also assigned as mentors in a Freshman or Transfer Seminar class in the fall. Peer Leaders interact regularly with first-year students and are required to be role models to these students academically as well as behaviorally. A successful Peer Leader is genuinely committed, emotionally mature, enthusiastic, and possesses strong interpersonal and leadership skills.

Please respond to as many items as you can based on your knowledge of the applicant and return this form to Leigh Hoffman, 219 Chambers Hall, Pitt-Greensburg, Greensburg, PA 15601 **by Friday, March 23rd, 2018**. Your assistance is appreciated!

|  |
| --- |
| **ITEMS BELOW ARE TO BE ANSWERED BY PERSON WRITING RECOMMENDATION** |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

Your Name Position/Title/Company Telephone #

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Address City State Zip Code

**What is your relationship to the applicant?**

\_\_\_\_\_\_ Professor \_\_\_\_\_\_ University Administrator

\_\_\_\_\_\_ Supervisor/Employer \_\_\_\_\_\_ Other (Specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

**How long have you known the applicant?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How well do you know the applicant?**

5 4 3 2 1

Very Well Very Little

**How confident are you in evaluating the applicant?**

5 4 3 2 1

Very Confident Not Confident

**Based on your knowledge of the applicant, do you have any reservations, academic or otherwise, about this person’s suitability for appointment to a Peer Leader position?**

\_\_\_\_\_ No

\_\_\_\_\_ Yes

If yes, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (over)

**Please rate the applicant on each of the following characteristics by placing a check mark in the appropriate box:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Top 10%** | **Above Average** | **Average** | **Below**  **Average** | **Poor** | **Cannot Judge** |
| **Ability to work with peers** |  |  |  |  |  |  |
| **Awareness of diversity** |  |  |  |  |  |  |
| **Leadership skills** |  |  |  |  |  |  |
| **Organization skills** |  |  |  |  |  |  |
| **Stress management** |  |  |  |  |  |  |
| **Initiative** |  |  |  |  |  |  |
| **Social skills** |  |  |  |  |  |  |
| **Sense of responsibility** |  |  |  |  |  |  |
| **Friendliness** |  |  |  |  |  |  |
| **Enthusiasm** |  |  |  |  |  |  |
| **Interpersonal communication** |  |  |  |  |  |  |
| **Ability to relate to authority** |  |  |  |  |  |  |
| **Timeliness** |  |  |  |  |  |  |
| **Ability to adjust to change** |  |  |  |  |  |  |
| **Poise and maturity** |  |  |  |  |  |  |
| **Assertiveness** |  |  |  |  |  |  |

**What are the greatest strengths of this applicant?**

**What are the possible areas of weakness of this applicant?**

**Check the appropriate selection below:**

\_\_\_\_\_ Recommend Strongly \_\_\_\_ Recommend \_\_\_\_\_ Recommend with reservations

\_\_\_\_\_\_\_ Do not recommend \_\_\_\_\_ Not qualified to recommend

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Evaluator