



# Grace Christian Academy

A Ministry of Grace Baptist Church

5914 BEAVER RIDGE ROAD | KNOXVILLE, TN 37931

LOWER & MIDDLE SCHOOL: 865.691.3427 | UPPER SCHOOL: 865.934.4780

LOWER & MIDDLE SCHOOL FAX: 865.342.3827 | UPPER SCHOOL FAX: 865.531.2574

## PASTOR REFERENCE FORM

Applicant's Name: \_\_\_\_\_

Dear Pastor,

The above named person is making application for a staff/teaching position at Grace Christian Academy. We ask that you kindly give your most candid opinion of him/her, as it is extremely important to the program of the school that only qualified, stable and totally committed persons be employed. We deeply appreciate this courtesy, and shall consider the information contained in this reference to be strictly confidential. Your prompt reply will help us considerably.

Please answer the following questions carefully. When completed, please mail or fax the form directly to Grace Christian Academy, Attn: Sandy Emery.

1. I have known the applicant for:  
 less than one year       1-3 years       3-5 years       more than 5 years
2. I know the applicant:  
 extremely well       rather well       casually
3. If married, is the applicant's partner fully in accord with the plan to work at GCA?  
 yes     no
4. Are the applicant's relationships to family members a credit to Christian ministry?  
 yes     no
5. How long has the applicant been a Christian? \_\_\_\_\_
6. In your opinion, is the applicant living a consistent Christian life?  
 yes     no
7. The applicant's attitude toward authority and instruction is:  
 excellent     acceptable     consistent     frequent     inconsistent     poor
8. Please check any of the following the applicant has used in the last year.  
 tobacco     alcohol     habit-forming drugs  
Is the applicant currently using any of these?  
 yes     no
9. The applicant's conduct in the area of sexuality:  
 is above reproach     needs improvement     is questionable
10. The applicant's relationship to our church is:  
 member     associate member     regular attender     occasional member
11. Please rate the applicant as to:
  - a. attendance at services of our church       consistent     frequent     occasional     seldom
  - b. participation in activities of our church       consistent     frequent     occasional     seldom
  - c. involvement in ministry or service       consistent     frequent     occasional     seldom
12. I would rate the applicant's commitment to a career in vocational Christian service as:  
 definite     willing, but uncertain     highly probable     improbable
13. I recommend this applicant for employment at Grace Christian Academy:  
 without reservation     with reservation     do not recommend
14. Please list any specific abilities you have observed in the applicant which would enhance his/her effectiveness in Christian ministry. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. What can you add to help us better evaluate the applicant? \_\_\_\_\_

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Thank you for your time and effort in completing this confidential evaluation.

Your Name (print) \_\_\_\_\_

Name of the church \_\_\_\_\_

Church address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

May we contact you if we have any additional questions?  Yes     No Phone \_\_\_\_\_