



AGRIVENTURE
INTERNATIONAL
RURAL PLACEMENTS

GUIDELINES FOR REFEREES

It is hoped that the following notes may be found helpful by referees when writing letters of reference in support of candidates. The various points are given for guidance only and need not be strictly adhered to.

1. How long have you known the candidate and in what circumstances? If the candidate is a relation this should be mentioned.
2. Does the candidate have a reasonably mature approach to challenging situations?
3. Can the candidate handle responsibility, and is he/she able to work on their own initiative?
4. Does the candidate work well with other people and does he/she have a positive attitude to criticism?
5. Is the candidate a clean and tidy worker with a methodical and safe approach in the work situation?
6. Will the candidate seek advice if necessary?
7. Does the candidate get involved with local activities i.e. The Young Farmers' Club? Also is he/she sympathetic to young people, particularly children?
8. Is anything known of the candidate's home and family background which might have a bearing on his/her suitability for an exchange?
9. Please include in the reference any other aspects of substance which would be helpful to the interviewers when the candidate is being seen.