

PROFESSIONAL RECOMMENDATION FOR CANDIDATE

Applicant- Please print name

P00
Applicant P Number

Applicant Digital Signature

Please note: This application must be completed by a SUNY Potsdam faculty or staff, a current/former employer, a former Residence Life staff member or a current/former supervisor. Though applicants will not have access to this form, they will have the opportunity for feedback on the contents of all application materials through a feedback interview with a professional Residence Life staff member if you are not hired for an RA position.

During what period(s) of time have you know the applicant?



In what capacity do you know (or have you known) the applicant? (Check all that apply)

____ Teacher/Instructor

____ Employment/Supervisor

____ Advisor/Mentor/Coach

____ Applicant's former or current RA/RD/AC/GA

____ OTHER: (Please Specify Relationship Below)

NOTE: Depending upon your familiarity with the candidate, please complete as much of the following information as appropriate. Please be as specific as possible.

RA candidates are expected to exhibit the following qualities:

- 1) COMMUNICATION (i.e. articulate; verbal and non-verbal communication clear and effective; specific in expressing ideas, feelings and positions; insight into how to interact with others; assertive; listens; doesn't monopolize conversations):

- 2) LEADERSHIP (i.e. potential to be a strong leader; commands respect from peers; gains influence; ability to motivate others; ability to take charge of situations):

- 3) ORGANIZATIONAL SKILLS/AVAILABILITY (i.e. dependable; punctual; ability to manage time; ability to carry through on commitments; responsible):

4) PERSONAL CHARACTERISTICS (i.e. friendly; sense of humor; energetic; enthusiastic; maturity; self concept; emotionally stable; warm and personable):

5) TEAM WORK (i.e. group work; individual work; initiative; task management; delegation)

CANDIDATE STRENGTHS:

CANDIDATE AREAS FOR IMPROVEMENT/RESERVATIONS:

RECOMMENDATION: (PLEASE CHECK ONE OF THE FOLLWING):

_____ I RECOMMEND THIS APPLICANT

_____ I DO NOT RECOMMEND THIS APPLICANT

Recommender- Please print name

Email or phone number

Recommender Digital Signature

Date

PLEASE RETURN THIS FORM TO:

Department of Residence Life

RA Selection Committee

Email: reslife@potdam.edu

Fax: (315) 267-2351