Wright State Lake Campus Resident Assistant Reference Form

Candidate Name (printed):

The above named candidate is seeking a position as a Resident Assistant (RA) at Wright State University– Lake Campus. RA’s are expected to facilitate an environment that lends itself to civility, open communication and academic excellence; while incorporating a healthy quality of living. RA’s will be required to work both autonomously and in team settings, addressing issues and concerns of their residents, mediate conflict situations, ensure that university policies are being upheld and to have the maturity to appreciate diversity and multiculturalism. Please express how you feel the candidate would perform in such a position in the sections provided below.

<table>
<thead>
<tr>
<th>Reference Information</th>
<th>Printed Name:</th>
<th>Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Phone:</td>
<td>E-mail:</td>
</tr>
<tr>
<td></td>
<td>Position/Title:</td>
<td></td>
</tr>
</tbody>
</table>

How long and in what capacity have you known the candidate?

Please evaluate the candidate using the rating system below:
- A – Exceptional (consistently exceeds expectations)
- B – Above average (often exceeds expectations)
- C – Average (meets expectations)
- D – Fair (barely meets expectations)
- E – Poor (fails to meet expectations)

___ Able to develop positive relationships with others
___ Able to follow or accept direction cheerfully and accurately
___ Role modeling (sets good examples for others)
___ Shows concern for others (empathetic, non-judgmental)
___ Displays ambition (energy level, creativity, take on challenges)
___ Able to communicate (direct, effective, articulate)
___ Self-awareness (honesty, integrity, accepting of criticism)
___ Ability to cooperate (attitude, social adjustment, team player)
___ Displays initiative (takes on extra assignments, aims for new levels of achievement)
___ Ability for effective leadership (able to lead teams, hold positions of greater responsibility)
___ Commitment to diversity awareness/oppression reduction
___ Dependability (attendance, gaining trust of others)

**Form Continued on the 2nd page***
Please circle the five characteristics listed below that are most applicable to this candidate:

<table>
<thead>
<tr>
<th>Honest</th>
<th>Open-minded</th>
<th>High level of initiative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solution Oriented</td>
<td>Willing to Learn</td>
<td>Committed to diversity</td>
</tr>
<tr>
<td>Dependable</td>
<td>Dedicated</td>
<td>Organized</td>
</tr>
<tr>
<td>Mature</td>
<td>Creative</td>
<td>Strong Leader</td>
</tr>
<tr>
<td>Excellent Communication Skills</td>
<td>Good Critical Thinking Skills</td>
<td>Resourceful</td>
</tr>
<tr>
<td>Autonomous</td>
<td>Excellent Administrative Skills</td>
<td>Cooperative</td>
</tr>
<tr>
<td>Flexible</td>
<td>Professional</td>
<td>Observant</td>
</tr>
<tr>
<td>Able to accept constructive feedback</td>
<td>Hard Worker</td>
<td>Resourceful</td>
</tr>
</tbody>
</table>

Are there any concerns you wish to express about the candidate?

Please make your overall recommendations of the candidate below:

- I would strongly recommend this candidate.
- I would recommend this candidate.
- I would recommend this candidate with reservations.
- At this time, I would not recommend this candidate.

Thank you for completing this form. Your input will be helpful in our RA selection process.

Please return this form to: Community Director
Wright State University
Lake Campus Housing
7600 Lake Campus Drive
Celina, Ohio 45822

*Reference Forms must be received prior to the applicant being considered for a position.* Forms may be faxed to (419) 586-0358 to meet the deadline; however, we would still like to receive the original copy of the signed reference form.