

Name of Adjunct: \_\_\_\_\_

Name of Reference: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Dates of Employment or other association with the Adjunct: \_\_\_\_\_

Relationship with Adjunct: \_\_\_\_\_

1. I would like to describe to you the position for which we are hiring. Do you feel that this individual would be \_\_\_ a good fit \_\_\_ an acceptable fit \_\_\_ a poor fit. Please explain:
2. Do you feel that this individual has sufficient knowledge of the subject matter to provide instruction? Please explain:
3. How would you describe this individual's presentation skills? Does he/she explain new concepts to others in a clear and understandable manner?
4. Please describe this individual's oral and written communication skills.
5. Does this individual carry through on assignments or does he/she frequently miss deadlines or fail to deliver as promised?
6. What is the general quality of the work produced by this individual?
7. Do you have other observations about this individual's ability to adequately perform this job that we should consider?