

**TOOL 18**

# **CHARACTER-REFERENCE INQUIRY**

Name of prospective pastor: \_\_\_\_\_

The person named above has been recommended to us for the position of pastor. Please supply the information requested below and any additional comments that might give us a picture of his character. Information will be kept confidential.

1. How long have you known the prospect? \_\_\_\_\_
2. In what capacity have you known the pastor? (Member/leader in church, colleague in ministry, coministry role in church, business associate, etc.)  
\_\_\_\_\_  
\_\_\_\_\_
3. Please rate the prospect by checking the appropriate box beside each qualification.  
We aren't expecting perfection, so be straightforward.

| <b>Qualification</b>             | <b>Excellent</b> | <b>Good</b> | <b>Fair</b> | <b>Poor</b> |
|----------------------------------|------------------|-------------|-------------|-------------|
| Creativity                       |                  |             |             |             |
| Work attitude                    |                  |             |             |             |
| Ability to get along with others |                  |             |             |             |
| Cooperation                      |                  |             |             |             |
| Dependability                    |                  |             |             |             |
| Honesty                          |                  |             |             |             |
| Personal habits                  |                  |             |             |             |
| Emotional maturity               |                  |             |             |             |
| Sense of humor                   |                  |             |             |             |
| Initiative                       |                  |             |             |             |
| Perseverance                     |                  |             |             |             |
| Openness to others' ideas        |                  |             |             |             |
| Care for people                  |                  |             |             |             |
| Flexibility                      |                  |             |             |             |
| Preaching                        |                  |             |             |             |
| Teaching                         |                  |             |             |             |
| Problem solving                  |                  |             |             |             |
| Keeping confidences              |                  |             |             |             |
| Financial responsibility         |                  |             |             |             |

4. What evidence can you give that he is a committed, growing Christian? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. What is the greatest interest or the major emphasis of his ministry? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. What are his greatest strengths? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Are you aware of reasons he might be open to a new ministry?  Yes  No  
If yes, what reasons? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Do you have any information that would cause you to have reservations about his appropriateness  
for pastoral ministry?  Yes  No  
If yes, what? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Have you had any personal experience that would lead you to question his integrity, honesty, ethics,  
or conduct?  Yes  No  
If yes, what? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Do you know whether this person has ever left a job or ministry position because of charges or accusations  
related to conduct or beliefs?  Yes  No  
If yes, what do you know of the circumstances? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Would you positively recommend him for ministry at our church?  Yes  No  
Why or why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Have any questions been raised about his personal finances or handling of church funds?  Yes  No

If yes, what questions? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Are you aware of any reports of sexual misconduct?  Yes  No

If yes, what were those reports? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Based on your knowledge and his reputation, is his marriage healthy and stable?  Yes  No

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. Do you have any confidential information you do not feel free to reveal to us about his fitness for ministry?

Yes  No

16. Please provide the names, phone numbers, and/or addresses of other persons who have worked closely with him or are otherwise well acquainted with him and would be helpful references for our church in assessing the candidate's character.

\_\_\_\_\_  
\_\_\_\_\_

Additional comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature

Date

Please return this form to:

\_\_\_\_\_, Chairman, Pastor Search Committee  
\_\_\_\_\_ Baptist Church

Address

\_\_\_\_\_

City, state, ZIP