

# Aboriginal Youth Internship Program Reference Form

- Please send completed reference forms to Malisa Fox, Program Administrator

By email [AYIP.Administrator@gov.bc.ca](mailto:AYIP.Administrator@gov.bc.ca)

By fax 250-387-0749 \*please mark as CONFIDENTIAL and include a cover sheet

By mail Malisa Fox  
AYIP Program Administrator  
4<sup>th</sup> Floor, 716 Courtney Street  
Victoria BC V8W 1C2

**TWO reference forms are required to be considered for the program.**

## 1.) Applicant Information

Surname:	Given Name:
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## 2.) Referee Information

Name:	Title:
First Nation/Aboriginal Organization or Affiliation:	Phone:
Email Address:	Fax:
Address:	City/Postal Code:
Signature:	Date:

[Type text]

**3.) Professional Evaluation of Applicant (please check one rating for each skill/ability)**

Skill/Ability	Outstanding	Above Average	Average	Below Average	Not observed
Oral communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizational skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Problem solving skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of Aboriginal history/current issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to carry out responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Skill/Ability	Outstanding	Above Average	Average	Below Average	Not observed
Ability to take initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Research Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Level of commitment to projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enthusiasm/interest for learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**4.) Comments on Applicant (please attach a separate page if necessary)**

1. Please describe your relationship with the applicant and how long you have known the applicant. (250 words max)
2. Please provide an example of the work or initiative the applicant has undertaken that has been of benefit to your Aboriginal organization or community. (250 words max)
3. What are the applicant's strengths that would make them a good candidate for this internship program? (250 words max)
4. Has the candidate demonstrated leadership potential? Can you provide an example? (250 words max)
5. Are there any areas of learning, improvement or development that you think a program such as this would strengthen or address for the applicant? (250 words max)

**6. Overall, why do you think this applicant is well-suited for the Aboriginal Youth Internship Program? (250 words max)**

**7. Are there any other comments you would like to share about the applicant regarding their work, education, background, activities, or leadership potential? (250 words max)**

**Thank you very much for submitting this initial reference for your youth; it is a key piece in the screening process. Please note - A formal reference call will be made should they make it through the screening and interview stage.**