

Lutheran Urban Ministry Corporation (LUM)

Volunteer Reference Verification Script (Attachment D)

Hello, This Is _____ from Lutheran Urban Ministry.

As with many charities and community organizations today our organization has a screening process for all persons who volunteer regularly within our organization. We work with many vulnerable persons and require all regular volunteers go through this screening process.

I am calling because _____ has listed you as a personal reference.

1. How long have you known him/her?
2. Can you verify their personal details?
3. Would you please comment on his/her personality/volunteer capabilities?
4. Do you have any reservations about him/her working with children, youth or other vulnerable persons?

5 Anything more you would care to add?

Thanks very much for your assistance

Please note any additional notes taken must be kept and retained in the Volunteer's file at LUM

Date approved at Board of Directors Meeting: _____