



**RECOMMENDATION
for
LOCAL
REPRESENTATIVE**

Coordinator / Specialist:

Applicant's Name _____

For the Community or Area of _____

The above named applicant is a candidate for the position of Local Representative with Nacel Open Door. The duties of this position often include, but are not limited to:

- a. Promoting cultural exchange programs with teachers, students, families, and the public*
- b. Making quality school / classroom and community presentations*
- c. Recruiting American students to go abroad*
- d. Finding American host families for international exchange students*
- e. Screening host families and students through home interviews & required paperwork*
- f. Monitoring of students & host families, via monthly contact throughout students' stays*

We would appreciate your cooperation in completing this form. Your honest appraisal is very important to assure the selection of quality, capable representatives. As the sincerity of your opinion is essential, please know that your comments will be held in the strictest confidence possible.

Thank you very much for your help! Please return this form as soon as possible to the address indicated at the top of this page.

How long have you known the applicant? _____

In what capacity? _____

Do you feel that the applicant presents him/herself well to groups and individuals? _____

How well does the applicant relate to other adults and to young people? _____

How capable would the applicant be making presentations? _____

Please comment on the applicant's assertiveness, organizational skills, and ability to promote a program.

To the best of your knowledge, is the applicant conscientious and enthusiastic about carrying out responsibilities?

Is there any reason why you might hesitate in recommending this applicant as a local representative for Nacel Open Door (including any incident dealing with child mistreatment; chemical dependence or involvement with illegal drugs; and/or overall trustworthiness)?

Would you like to discuss this recommendation by phone? ____ Yes ____ No

Telephone

Name (printed)

Address

City

State

Zip Code

Date

Signature

Other Comments:

Thank you again for your recommendation!

9 *Please check here if you would like to receive more information about Nacel Open Door programs.*