

# REFERENCE FORM

## MT Foreign Adult Mission

Last Name

First Name

Middle Name

Suffix

Mission ID Code

### Instructions for the Applicant:

The reference process is paramount in assisting us in further discerning your call to serve with the Missioners of Christ as an mid-term missionary at this particular point in your life. The goal is not necessarily to get the “most impressive” references, but the most honest, accurate, and relative to the service you may be involved in.

Please complete all information on this form for your three references, then submit the form to us (instructions given below). By completing this front page, the form will develop the three reference cover sheets you will require. You need to print each out, sign and date them, then submit them to your references. Each of your references are to send their letter directly to the Missioners of Christ, and their letter will be considered confidential. You may also wish to consider giving your reference a stamped, addressed envelope to expedite the process.

### Spiritual Director / Pastor / Faith-based Mentor

Name

Street Address

Phone (must have)

Relationship

City

State

Zip

Country

### Supervisor *(Employment or Volunteer)*

Name

Street Address

Phone (must have)

Relationship

City

State

Zip

Country

### Personal *(Friend, Peer, Mentor, Teacher)*

Name

Street Address

Phone (must have)

Relationship

City

State

Zip

Country

### SUBMITTING THIS FORM

Once completed, you can save this form (including your name in the file name) and then e-mail it as an attachment to [MTmissions@missioners.org](mailto:MTmissions@missioners.org). If this option is not viable for you, you can print out this front page, then fax the page to (703) 831-0684. You can also mail the form to:

**Missioners of Christ**  
**ATTN: MT Mission Reference**  
**PO BOX 7**  
**Moseley, VA 23120**

# REFERENCE FORM

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Dear "Reference" -- I am requesting that you write a reference letter on my behalf to assist in my application to serve in a mid-term (4 - 12 week) mission with the Missioners of Christ. I understand that the contents of this letter are confidential and will only be used in the application process for my mission trip. I hereby waive my right to view its contents and I give permission for the contents of this letter to be shared with those necessary individuals involved in the selection process.

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*Applicant's signature*

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*Date*

## **Spiritual Director / Pastor / Faith-based Mentor**

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*Name*

--

*Street Address*

--

*Phone (must have)*

--

*Relationship*

--

*City*

--

*State*

--

*Zip*

--

*Country*

## **Instructions for the Reference:**

The above identified individual has applied for service with the Missioners of Christ, a non-profit Catholic Community/Apostolate, as a mid-term missionary (4 to 12 weeks) in Honduras. He/She has listed you as a reference for consideration in this ministry.

We want to begin by sharing that the missionary life in Honduras is very intense and difficult. The life within the Missioners of Christ Community is very much lived as a religious order (and we frequently work side by side with various local religious orders). The greatest challenges most individuals find in this area is submission to authority, adapting to a completely foreign country and world view, and dealing with the suffering all around them - and the subsequent internal struggle and sense of helplessness due to the fact there is so little we can do, tangibly, to alleviate that suffering.

While there is much time devoted to personal prayer, there is little privacy. There are set times for prayer, meals, ministry, and such for each day, and much of the missionary's activity is dictated to them... which tends to be difficult for most western-culture adults to adapt to. And living day in and day out with other imperfect people who are having their own struggles can be stressful. In general, our experience has been that those who apply who have already had difficulties with anxiety and/or any form of depression, as well as those who are looking to this opportunity to "escape" a difficult life situation, relationship, or family life, do not fare well, and even can have their condition exacerbated by coming to the mission. For these reasons, we ask you to be as open and honest as possible regarding your perceived suitability of the applicant to participate in such a ministry. We feel our responsibility is not to choose the "best" (whatever that may mean) people for the mission, but to mutually discern to the best of our ability, those called to this particular ministry at this time in their lives.

Please write your reference on the appropriate letterhead, and submit it directly to the Missioners at the address given within two weeks of receiving this request. Please address the areas requested on the bottom of this form. The reference you give is confidential, and will not be shared with the applicant. If you wish him/her to have a copy, please cc: them on your letter of reference, and forward them a copy.

## **Points to Address in Reference Letter**

- \* **Share your title/credentials, and any background that may be relative to this service**
- \* **How long have you known the applicant and in what capacity?**
- \* **Please speak to the applicant's character, moral strength, and spiritual maturity.**
- \* **Is the applicant a practicing Catholic in good standing, to the best of your knowledge?**
- \* **How would you describe the applicant's Faith/spirituality?**
- \* **Do you feel the applicant is emotionally secure enough at this point in their lives to endure the hardships that go along with missionary work?**
- \* **Do you feel the applicant relates well with others, and would do well in a Community setting?**
- \* **To your knowledge, is the applicant trying to avoid/escape a difficult life situation or relationship at this time in his/her life?**
- \* **Do you have any concerns with the applicant working with children?**
- \* **Would you recommend the applicant for this particular ministry at this particular time in their lives?**

*Please mail, using this document  
as a cover sheet, to:*

**Missioners of Christ  
ATTN: MT Mission Reference  
PO BOX 7  
Moseley, VA 23120**

*Missioners of Christ*

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*Applicant's signature*

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*Date*

**Supervisor** (*Employment or Volunteer*)

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*Name*

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*Street Address*

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*Phone (must have)*

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*Relationship*

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- \* **Share your title/credentials, and any background that may be relative to this service**
- \* **How long have you known the applicant and in what capacity?**
- \* **Please speak to the applicant's character and work-ethic**
- \* **Please speak to the applicants ability to relate and work with his/her co-workers.**
- \* **How did the applicant respond to direction given by you or another in a supervisory capacity?**
- \* **Did the applicant have any leadership/supervisory responsibility? How did he/she fare at this?**
- \* **Please speak to any instances of the applicant utilizing initiative and/or creativity in his/her responsibilities, if applicable.**
- \* **Please speak to the applicant's willingness/unwillingness to complete less interesting/desirable tasks that were assigned or part of his/her job description.**
- \* **Please speak to the applicants reliability and responsibility.**
- \* **Do you have any concerns with the applicant working with children?**
- \* **Would you recommend the applicant for this particular ministry at this particular time in their lives?**

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*Applicant's signature*

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*Date*

**Personal** (*Friend, Peer, Mentor, Teacher*)

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*Name*

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*Street Address*

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*Phone (must have)*

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## Points to Address in Reference Letter

- \* How long have you known the applicant and in what capacity?
- \* Please speak to the applicant's involvement in/expression of his/her Faith.
- \* Please speak to the applicant's moral character.
- \* What would you say are the applicant's greatest strengths? Weaknesses?
- \* To your knowledge, has the applicant ever abused alcohol or other drugs?
- \* To your knowledge, has the applicant dealt with any emotional or mental illness or instability?
- \* How does the applicant deal with stress?
- \* Please speak to the applicant's family background.
- \* To your knowledge, is the applicant prone to crushes?
- \* Does the applicant tend to draw attention to him/herself in group settings? Or does he/she avoid group settings altogether?
- \* To your knowledge, is the applicant trying to avoid/escape a difficult life situation or relationship at this time in his/her life?
- \* Do you have any concerns with the applicant working with children?
- \* Would you recommend the applicant for this particular ministry at this particular time in their lives?

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