

Thank you for agreeing to provide a reference for this Alberta Council sponsored travel opportunity. Your contribution plays a large part in the selection committee's ability to evaluate each application.

How to Use this Form

This form has two sections.

Section I: Instructions

The first section explains how to complete the reference and review the reference process. It is for reference only and should not be submitted with the reference form, Section II.

Section II: Reference Form

Complete and submit this section as instructed in Section I.

Section I

Complete the reference form electronically and submit it to any-info@girlguides.ca.

Confidentiality

References are intended to be confidential and must not be seen by the applicant themselves or their family members. The selection committee will be looking for the adults best suited for this particular event. Below are some basic qualifications for adult travelers to help you in writing your reference. The applicant should provide you with a short description of this event so that you can relate specific examples to the program being offered.

Qualifications

The applicant must:

- Be in good health.
- Have skills that will increase her contribution to the event.
- Have an understanding of their community, province/territory and country.
- Understanding of the Vision, Mission, and Principles of the World Association of Girl Guides and Girl Scouts (WAGGGS) and Girl Guides of Canada-Guides du Canada (GGC).
- Be prepared to adjust to and celebrate new situations and cultures.
- Be able to keep a positive attitude at all times so that she is adequately able to deal with unusual or inconvenient circumstances such as delayed or cancelled flights, lost tickets or passports, etc.

- Have a sincere interest in making this international experience an opportunity for personal growth for the youth members involved and have demonstrated their capability to establish a rapport with adolescents of the age group for the event concerned.

For more information about applying for this Alberta Council sponsored trip, please contact us at any-international@girlguides.ca.

Section II

The applicant is to give a copy of this form and the trip fact sheet to each of her two references (whom have reached the age of majority in the province or territory of the applicant, and neither of whom are relatives).

1. The applicant's Guiding reference
2. A non-Guiding reference

Reference forms should be submitted directly to any-info@girlguides.ca no later than **December 15, 2019 at 5 pm MST**.

Part A – Reference Information

We protect and respect your privacy. Your personal information is used only for application and selection purposes. For complete details, see our [Privacy Statement](#).

Personal Information

Name	
Address	
City	
Province/Territory	
Postal Code	
Telephone Number (XXX-XXX-XXXX)	
Email Address	
Membership (iMIS) #	
Relationship to Applicant	
Length of time you have know applicant:	

Reference's Signature

Date

Part B – Reference

PLEASE NOTE: THE APPLICANT'S NAME SHOULD NOT APPEAR IN THE FOLLOWING SECTION.

Do you believe the applicant is a suitable candidate for this Alberta Council sponsored trip?

☐ Yes ☐ No

In 500 words or less, explain why you believe this candidate should be selected to participate in this travel opportunity. Please speak to the following aspects:

- Candidate's character
- Candidate's interest in this trip
- Candidate's ability to work well in a team setting
- Candidate's ability to be respectful and inclusive of others' differences
- Why the trip would be a positive experience for the candidate

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