

Candidate: _____ Temple's Representative: _____

Referral source: _____ Date of call: _____ Time of call: _____

Telephone number: _____

Introduce yourself, by name, as a member of the Cantorial Search Committee at Temple _____. Inform the referral source that the candidate has given permission for you, on behalf of the Cantorial Search Committee, to check references for the position of Cantor at Temple _____. If the call has not been arranged in advance, ask if this is a good time; if it is not, schedule a call at a mutually convenient time.

Please make every effort to write the referral's comments verbatim. If the answer to a question you pose is, "I don't know," we may learn something from that answer. Also, when you have finished the scripted questions, or as you work through them, you are encouraged to create a dialogue by asking your own secondary questions. Please try to keep track of what you asked, or make notes immediately after the call is completed.

The referral's information and opinion are a vital part of our search process. Obviously, we must express appreciation for the time and effort given to the call.

1. How long have you known Cantor _____ and in what capacity?
2. How would you describe Cantor _____'s musical style?
3. Can you tell me about the Cantor as pastor?
4. How does the Cantor relate to the children in the congregation?
5. What programs has the Cantor initiated or developed that you think we would like to know about?
6. How does the Cantor handle administrative responsibilities? What has s/he been responsible for in this area?
7. Describe the Cantor's style at Shabbat services and at High Holiday services.

8. What is the Cantor's reputation in the local Jewish community?

9. How does the Cantor handle conflict?

10. How does the Cantor relate to the lay leadership of the congregation?

11. Describe the Cantor as a teacher.

12. In what area(s) do you think the Cantor should focus to better develop as a Cantor?

13. What aspect of the Cantor's personality does you like the best?

14. Is there anything else that you think we should know about Cantor _____ as we consider him/her for the position of Cantor at Temple _____?

Thank the referral source.

Submit completed form to _____. It can be faxed securely to _____.

