

AFP Leadership Institute - Scoring Rubric for Letters of Recommendation

	Fair (1 Point)	Good (2 Points)	Excellent (3 Points)
Strength of recommendation letter from colleague or mentor.	Letter provides <u>little to no examples</u> of the following: applicant's teamwork, communication, personal characteristics, influence, or character.	Letter provides <u>detailed</u> examples of the following: applicant's teamwork, communication, personal characteristics, influence, or character.	Everything mentioned for 2 points, plus the recommendation communicates how these have positively impacted applicant's team, department, or organization.
Strength of recommendation letter from current or former supervisor.	Letter provides <u>little to no examples</u> examples of the following: applicant's work ethic, fundraising knowledge, leadership capacity, desire to learn and grow, flexibility, or skillset.	Letter provides <u>detailed</u> examples of some of the following: applicant's work ethic, fundraising knowledge, leadership capacity, desire to learn and grow, flexibility, or skillset. Examples of applicant's impact on department or organization.	Everything mentioned for 2 points, plus the recommendation communicates how these skills/attributes have impacted applicant's team, department, or organization.