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**KCC-JEE Gottschalk English Teacher Recruitment 2026
REFERENCE LETTER QUESTIONNAIRE**

Candidate's Name: _____

Referee's Name: _____

Referee's Organization Affiliation: _____

Nature of Association with the Candidate: _____

Length of Time Knowing/Working with the Candidate: _____

Please comment on the following professional aspects you have observed about the candidate:

1. Their communication skills, both orally and in writing, and command of the English language (a specific example from coursework, presentations, or internships would be especially useful).
2. Their lesson planning and teaching skills, both strengths and weaknesses. For the candidate without any teaching experience, please comment on what qualities associated with teaching and learning you have observed.
3. Their personal characteristics that will help them achieve success in adapting to living and teaching in Japan.
4. Their interpersonal skills (leadership, teamwork, responsiveness to others).
5. Their cross-cultural awareness and willingness to serve as a "cultural ambassador."
6. Areas that they might need to develop to better fulfill the position.
7. Other comments.

Thank you very much for your time in writing this letter of reference!

(2026)