**Justice Rapid Response Roster**

**Recommendation Form**

**Instructions**

All experts are kindly requested to have this form completed and signed by their current supervisor or, in case of self-employed experts and independent consultants, by a recent client or former supervisor. This supervisor should complete the form electronically, print it, sign the last page, and return the entire form to the expert. The expert should then upload the completed and signed form to their Personal History Webform application.

|  |  |
| --- | --- |
| Name of supervisor: Click or tap to enter text. | Name of expert: Click or tap to enter text. |
| Title of supervisor:  | How long you have known the expert:  |
| Organization of supervisor:  | In what capacity you have known the expert:  |
| Contact email:  | Your current relationship with the expert:  |
| Contact phone number(s):  |

**Please respond briefly to the following questions**

|  |
| --- |
| Describe the expert’s main strength/added value (max. 500 characters incl. spaces):Click or tap to enter text. |
| Describe the expert’s area of greatest challenge/in need of improvement (max. 500 characters incl. spaces):  |
| Provide 3 adjectives that best describe the expert’s character: . |
| Provide 3 adjectives that best describe the expert’s working style/method:  |
| Please use this space to describe and evaluate the expert’s technical expertise as well as other relevant expertise (max. 1000 characters incl. spaces):  |
| Please use this space to share anything else about the suitability of this expert for the JRR Expert Roster (max. 1000 characters incl. spaces):  |

**Please rate the skillset of the expert**

**Rating Scale:** Please note the descriptions below associated with the numerical scale (1 = lowest, 10 = highest); please choose and check (click once on appropriate box – to unselect a box, click once again) one number only for each item.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Does not demonstrate | > needsdevelopment | > good under certain conditions | > consistently effective | > exceptional /among best in field |
| 1 | - | 2 | - | 3 | - | 4 | - | 5 | - | 6 | - | 7 | - | 8 | - | 9 | - | 10 |

Please keep descriptions and rating to a maximum of 40 words.

|  |
| --- |
| **Ability to work independently** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| Please explain your rating: |
| **Ability to work with others (team members, national counterparts, witnesses)** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| Please explain your rating: |
| **Ability to resolve conflict** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| Please explain your rating: |
| **Ability to take direction and follow objectives** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| Please explain your rating: |
| **Ability to work in multiple languages**Based on your first-hand observations, please indicate which languages the expert can use in professional settings. |
|  | English | Spanish | French | Arabic | Other: |
| Oral: e.g. can the expert conduct interviews of witnesses and survivors without a translator’s assistance? | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Written: e.g. can the expert produce a professional report? | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

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| **Ability to adapt to different cultural contexts and norms** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ☐ | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| Please explain your rating: |
| **Ability to work in challenging and stressful physical and security environments** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Please explain your rating: |
|  **Integrity**Are you aware of the nominee having been subject to investigations and/or discipline hearings for allegations of misconduct, including sexual harassment, exploitation and abuse, workplace harassment, bullying, abuse of authority, fraud and corruption?  |
| [ ]  Yes |  |
| [ ]  No, the expert was vetted prior to their tenure and no complaints for such misconduct has been filed during their tenure. |  |
| [ ]  I don’t know |  |

|  |
| --- |
| If answering yes to the above, please provide detail, while respecting confidentiality  |

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| --- |
| Please use this space to describe add any additional comments you may have regarding the above (max. 1000 characters incl. spaces):  |

Would it be all right for JRR to call you with any follow up questions? ☐ Yes ☐ No

Signature: Date: