

Request for Employment Recommendation Policy

Any request for an employment recommendation must be submitted to the Director of Lay Personnel. The Director of Lay Personnel will then partner with the direct supervisor of the employee (or former employee) to review the request and determine the next course of action.

With the employee's permission (or former employee), the Diocese will always provide dates of employment and the last position held by the employee to those have been authorized to receive the information.

A request for an employment recommendation does not guarantee that a recommendation other than the above information will be provided for the employee.