



Staff Reference Form

For:

In completing this reference form, please enter the name of the person who has applied to work at Camp Westminster on Higgins Lake this summer

Name of person completing the reference

What is your association with the applicant

The applicant has asked you to complete this form in order that you might comment to us about his/her qualifications for this position. His/Her application cannot be processed until this reference form is returned. If you are unable to complete this reference, please inform the applicant.

Our summer staff members live and work in rustic outdoor settings. They provide program leadership, spiritual instruction, and support services for youth campers (ages 7-17) and for family groups of all ages.

We would appreciate your comments concerning this candidate's maturity, interest, skills and ability to provide leadership to our ministry and to serve as a role model to our campers. Especially helpful would be comments about his/her readiness to handle the particular position for which he/she has applied.

On a scale of 1-10, how well do you currently know this applicant

<input type="radio"/> 1	<input type="radio"/> 6
<input type="radio"/> 2	<input type="radio"/> 7
<input type="radio"/> 3	<input type="radio"/> 8
<input type="radio"/> 4	<input type="radio"/> 9
<input type="radio"/> 5	<input type="radio"/> 10

Briefly discuss

Please comment on this candidate's ability to work with:

Co-workers of his/her own age

Youth campers

Adult volunteers and/or older family campers

List four words that describe the applicant's attitude toward work

Explain

Comment briefly on this candidate's ability to serve as a "mature" Christian role model

For: _____

Would you be willing to have this candidate be responsible for your own children Yes

No

If yes, what quality in this person is it that would most put your mind at ease

PLEASE USE THE FOLLOWING SCALE TO RATE THIS CANDIDATE ON THE LISTED CHARACTERISTICS:

- 1. OUTSTANDING, VERY EXCEPTIONAL
- 2. ABOVE AVERAGE; EXCEEDS EXPECTATIONS, VERY GOOD
- 3. SATISFACTORY; CONSISTENT DOES WHAT IS EXPECTED
- 4. BELOW AVERAGE; INCONSISTENT IN MEETING EXPECTATIONS
- 5. UNSATISFACTORY; NOT SUITED FOR THIS POSITION
- 6. NOT ABLE TO COMMENT ON THIS CHARACTERISTIC

SPIRITUAL WITNESS AND ROLE MODELING

Participation in church and church related activities

- 1
- 2
- 3

- 4
- 5
- 6 NC

Reflecting strong spiritual principles in conduct of one's personal life

- 1
- 2
- 3

- 4
- 5
- 6 NC

HUMAN RELATIONSHIP SKILLS

Ability to get along with others

- 1
- 2
- 3

- 4
- 5
- 6 NC

Ability to command respect of peers

- 1
- 2
- 3

- 4
- 5
- 6 NC

PERSONAL QUALIFICATIONS

Honesty

- 1
- 2
- 3

- 4
- 5
- 6 NC

Staff Reference Form (continued)

For:

Patience	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Ability to put the needs of others before self interest when appropriate	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Appearance	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Self-Control	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Promptness	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Initiative	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Flexibility	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Dependability	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Openness to suggestions	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC
Ability to care for and respect camp property	<input type="radio"/> 1	<input type="radio"/> 4
	<input type="radio"/> 2	<input type="radio"/> 5
	<input type="radio"/> 3	<input type="radio"/> 6 NC

For: _____

Ability to respect the privacy and possessions of others

- 1
- 2
- 3

- 4
- 5
- 6 NC

TASK PERFORMANCE COMPETENCE

Ability to pursue tasks independently

- 1
- 2
- 3

- 4
- 5
- 6 NC

Ability to remain focused on a task

- 1
- 2
- 3

- 4
- 5
- 6 NC

Ability to make maximum use of work hours

- 1
- 2
- 3

- 4
- 5
- 6 NC

Ability to accept constructive criticism

- 1
- 2
- 3

- 4
- 5
- 6 NC

May we call you for additional information about this candidate, if needed

- Yes

- No

Phone Number _____