

Summer Camp 2007 Staff & Volunteer Reference Request Form

To the Applicant: Please make copies of this two-page form and submit them to three individuals, other than family members, who know you well. One form must be completed by the priest or pastor at your home church. The others should be completed by an employer, teacher, neighbor, scout leader, or other adult who can attest to your character.

(Name of Applicant) _____ has applied for a position as (check one) ___ a member of paid Staff or ___ a Volunteer Cabin Counselor at Camp Crucis.

To the person completing this form: Being a member of the Camp Crucis team is a great responsibility, involving the care and nurture of God's most precious gift - His children. The Director would appreciate your most honest and candid evaluation of this applicant, as if your own children were to be under his or her care and supervision. This is not a reflection of how much you like this applicant, but of how he or she may perform in this position. Your response will be held in the strictest confidence.

Personal Acquaintance

- How long and under what circumstances have you known the applicant?

- Does the applicant have a genuine interest in children/youth?

- At Camp Crucis, we ask our counselors to abide by a standard of Christian behavior and to be role models to our campers. Is there anything that would make this difficult for the applicant (i.e. the areas of alcohol, tobacco, illegal drugs or inappropriate sexual behavior)?

Personal Qualifications

From your personal knowledge of the applicant, please rate the following by indicating with an "X" in the appropriate space.

| | Outstanding | Above Average | Average | Needs Improvement | Poor |
|--|-------------|---------------|---------|-------------------|------|
| Moral Character | | | | | |
| Ability to share/express Christian Faith | | | | | |
| Sensitivity | | | | | |
| Physical condition | | | | | |
| Initiative | | | | | |
| Leadership ability | | | | | |
| Relation to others | | | | | |
| Emotional Stability | | | | | |
| Dependability/punctuality | | | | | |
| Sense of Humor | | | | | |
| Ability to work as a team member | | | | | |
| Responsibility | | | | | |
| Follows through on assigned task | | | | | |

Reference Request Form (page 2)

Please list three strengths this applicant brings to this position: _____

Please list three areas of concern for this applicant (areas for improvement/weaknesses): _____

Limitations - Listed below are some tendencies that may reduce the effectiveness of the applicant's work or leadership.

Please circle any that may apply to this applicant. Then comment on any if you can.

| | | | | | | | |
|---|---|--|----------------------------------|--------------------|-----------|--------------------|-----------------|
| impatient | intolerant | domineering | "cocky" | critical of others | sarcastic | easily embarrassed | easily offended |
| easily discouraged | easily depressed | overly sensitive | frequently irritated | worried | anxious | nervous | tense |
| prejudiced towards groups, races or nationalities | given to exclusive and absorbing friendships such as "crushes" or "cliques" | lacking in humor, or an inability to take a joke | uses humor as a weapon or insult | | | | |

If any of these were noted, please comment, describing the form and intensity of behavior.

Is there anything else that you feel that we should know before continuing in the interview process with the applicant?

Thank you for your time and effort in filling out this form. Please return to Camp Crucis as soon as possible. If you have any questions, they may be directed to the camp director 817-573-3343.

Signature _____

Printed Name _____

Title _____

Phone _____

E-mail _____

Please return this form to:

**Summer Camp Program Director
Camp Crucis Conference and Retreat Center
2875 Camp Crucis Court
Granbury, TX 76048**