

Camp Foster YMCA

712-336-3272 or 1-800-456-9622

Reference Form: Camp Staff

(please type or print)

*Please return to: Camp Foster YMCA – Human Resources Dept – Attn: Camp
PO Box 296 – Spirit Lake – IA – 51360*

Name of Applicant: _____

Position Applied for: _____

Release of Information: I hereby authorize _____ to release all information on me
(name of reference)
regarding my suitability for employment at Camp Foster YMCA.

Signature of Applicant

Date

.....
Your name has been given as a reference by the above named person who has applied for a summer position at Camp Foster YMCA. We would appreciate your most candid opinion, since we are interested in hiring only those with proven abilities, emotional maturity, sound character, and positive attitudes. Please be aware that each staff member will work with children on a daily basis.

Please consider the question carefully and remember that an accurate rating, according to your experience with the person is more important to the applicant and more helpful to us than one with is so outstanding that the person may not be able to live up to it. Because of our programming, we need individuals with much interest, enthusiasm, stamina, and dedication to serving others.

Since this reference form will have direct bearing upon the selection of the candidates, please return it promptly. Thank you for your time and concern for helping this job applicant and Camp Foster YMCA to better serve youth.

- 1. How long have you known the applicant?**

- 2. In what capacity have you been associated with the applicant? (if employer, please indicate the position the applicant held)**

- 3. What would you say are this person's strong points?**

- 4. What reservation do you have about this person being employed in a resident youth setting?**

- 5. If you had children, would you be willing to leave them under the applicant's care? Why or why not?**

6.	Characteristics	Below Average		Average		Above Average		Excellent		Haven't Observed
		1	2	3	4	5	6	7	8	
	After careful consideration of the listed characteristics, mark the appropriate box in the column that corresponds to the applicant's own qualities.									n/a
a.	Displays pride in appearance									
b.	Displays enthusiasm									
c.	Is resourceful.									
d.	Is able to adjust to new situations.									
e.	Displays mature judgment.									
f.	Gains and holds respect and confidence of associates.									
g.	Demonstrates initiative.									
h.	Displays concerns for others.									
i.	Displays evenness of disposition.									
j.	Independently seeks and is alert to potentially new learning situation.									
k.	Accepts suggestions and criticisms.									
l.	Thinks and acts independently.									
m.	Relates to children.									
n.	Exhibits a sense of humor.									
o.	Ability to live in a group setting.									
p.	Is flexible.									

7. Overall Evaluation: Based on a scale above (1-8), please circle the number that would, in your opinion, best predict the overall performance of this person in the summer camp environment at Camp Foster YMCA.

Poor 1 2 3 4 5 6 7 8 Excellent

8. Additional Comments: (please attach additional sheet if necessary)

Your Name: _____

Address: _____ City/State/Zip: _____

Employer: _____ Position: _____

Home Phone: _____ Work Phone: _____

Thank You For Your Time!