

**CAMP WESTMINSTER ON HIGGINS LAKE**  
**17567 HUBBELL AVE., DETROIT, MI 48235 (Phone 313-341-8969)**

\_\_\_\_\_ has applied to work at our Christian camp this summer.

He/She has applied for the position of \_\_\_\_\_.

He/She has given you this form in order that you might comment to us about this applicant's 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 return it to the applicant for redistribution.

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.

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

Would you be willing to have this candidate be responsible for your own children? If yes, what quality in this person is it that would most put your mind at ease?

**\*\* PLEASE COMPLETE YOUR REFERENCE ON THE FOLLOWING PAGE\*\***

PLEASE USE THE NUMBERS BELOW 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
- NC - NOT ABLE TO COMMENT ON THIS CHARACTERISTIC

SPIRITUAL WITNESS AND ROLE MODELING:

- Participation in church and church related activities
- Reflecting strong spiritual principles in conduct of one's personal life

HUMAN RELATIONSHIP SKILLS:

- Ability to get along with others
- Ability to command respect of peers

PERSONAL QUALIFICATIONS:

- Honesty
- Patience
- Ability to put the needs of others before self interest when appropriate
- Appearance
- Self-Control
- Promptness
- Initiative
- Flexibility
- Dependability
- Openness to suggestions
- Ability to care for and respect camp property
- Ability to respect the privacy and possessions of others

TASK PERFORMANCE COMPETENCE:

- Ability to pursue tasks independently
- Ability to remain focused on a task
- Ability to make maximum use of work hours
- Ability to accept constructive criticism

Name of person completing this form: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street City State Zip*

May we call you for additional information about this candidate, if needed? \_\_\_\_\_ Yes \_\_\_\_\_ No

Phone Number : (        ) \_\_\_\_\_

E-Mail \_\_\_\_\_

**Thank you in advance for your help!**  
**Please return to: Suzanne Bates, Director**  
**Camp Westminster, 17567 Hubbell Ave., Detroit, MI 48235**