



The Springs Camp  
 1950 N. M-30 Gladwin, MI 48624 (989) 426-7604  
 Email:thesprings@gmail.com \*  
 Web:thespringscamp.com

## Summer 2012 Confidential Personal Reference Form

Name of Camp Staff Applicant \_\_\_\_\_

Position applying for \_\_\_\_\_

Referent Name \_\_\_\_\_

I authorize the following referent to provide The Springs Camp with the following information requested in order to determine my suitability for a summer ministry position. I realize this is a confidential reference form and I release him/her from all liability in giving The Springs this information.

Signature of Applicant \_\_\_\_\_

### Before filling out the following reference form please read the following:

The above applicant has put you as a reference and we would appreciate your honest assessment as to their skills and abilities. We are a Christian Youth Summer Camp. Our staff is with the campers 24 hours a day. All of our staff are influential in the lives of the youth that come here. It is very important that each staff person is of the high character and responsibility. Thank you for taking the time to fill out this form. Your promptness would be appreciated as we cannot start the process of hiring until all the references are in. If you have any questions or would rather discuss this applicant in person, please contact the Director, Dan Kohns at 616-894-0494. Thank you.

How long have you known the applicant? \_\_\_\_\_ How well do you know the applicant? \_\_\_\_\_

In what capacity have you seen this applicant? Work, casual, social, ministry etc. \_\_\_\_\_

To your knowledge, does the applicant possess a personality and lifestyle that would provide a positive role model? \_\_\_\_\_

#### Responsibility

- Excellent—diligently follows through on tasks
- Good—follows through on tasks
- Average—usually follows through on tasks
- Poor—needs to be repeatedly told what to do

#### Initiative

- Excellent—will look for things to do
- Good—will do things that need to be done
- Average—will do the obvious if there is need
- Poor—needs to be told what to do

#### Industry

- Excellent—puts forth the extra for excellence
- Good—will put in a fair day's work
- Average—works enough to get by
- Poor—lazy

#### Leadership

- Excellent—a leader of leaders
- Good—contributes positively
- Average—usually well-balanced
- Poor—passive, observing and indifferent; neg-

#### Emotional

- Excellent—exceptionally stable and consistent
- Good—well-balanced in most situations
- Average—usually well-balanced
- Poor—excitable or unresponsive

#### Judgment

- Excellent—consistently makes wise decisions
- Good—makes good decisions in most situations
- Average—makes good decisions in optimal situations
- Poor—hasty or indecisive

#### Motivation

- Excellent—highly self motivated
- Good—effectively motivated
- Average—usually purposeful
- Poor—purposeless

#### Cooperation

- Excellent—deeply sensitive to others, to all
- Good—generally concerned for others, to most
- Average—cooperates when it is convenient
- Poor—difficult to work with

**Integrity**

- Excellent—consistently trustworthy
- Good—generally honest and true
- Average—honest, but may stretch the truth
- Poor—questionable at times

**Personable**

- Excellent—Sharp, excellent first impression
- Good—well-groomed, good first impression
- Average—gives an average first impression
- Poor—neglects fine detail, sloppy

**Teachable**

- Excellent—always open to suggestions and criticism
- Good—listens to suggestions
- Average—listens, but has to give opinion
- Poor—resists suggestions and criticism

**Communication**

- Excellent—articulate, communicates to all groups clearly
- Good—communicates well with most groups of people
- Average—gets thought across
- Poor—has difficulty in articulating thoughts

**Stress**

- Excellent—thinks well under pressure
- Good—able to make wise decisions under pressure
- Average—reasonably calm under pressure
- Poor—abandons responsibility under pressure

**Servanthood**

- Excellent—will give to others sacrificially
- Good—gives willingly of themselves
- Average—willing to serve if asked
- Poor—looks out for themselves

What do you consider to be the strengths of the applicant? \_\_\_\_\_

Weakness? \_\_\_\_\_

How would you describe this applicants relationship with God? \_\_\_\_\_

How would you describe the applicants work ethic? \_\_\_\_\_

What do you know of the moral character of the applicant? \_\_\_\_\_

To your knowledge, does the applicant have any history in his life that would be a red flag in the area of working with children, a criminal record or child abuse? (use a separate sheet of paper or call if there is a concern) \_\_\_\_\_

Does the applicant get along well with others of the same sex? \_\_\_\_\_

Opposite sex? \_\_\_\_\_

How would you rate the applicant's physical, relational, mental and emotional endurance for a summer ministry?  
\_\_\_ Superior \_\_\_ High \_\_\_ Average \_\_\_ below average

Is there any area in the above question where there is concern for a ministry position? \_\_\_\_\_

How would you describe the applicant's spiritual growth and sensitivity? \_\_\_\_\_

Do you consider the applicant mature or immature for his/her age? \_\_\_\_\_

Please add any other comments that you feel would help us in making a decision about placing this applicant on the summer ministry team. \_\_\_\_\_

How do you recommend the applicant for a summer of ministry?

\_\_\_ Highly recommend \_\_\_ Recommend \_\_\_ with reservations \_\_\_ do not recommend

I think The Springs will benefit from this applicant: (choose the most appropriate answer)

- The Springs will benefit from this applicant
- I think the applicant will benefit from this experience

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this promptly as we will not be able consider this applicant until all references are obtained. Thank you