

YMCA Camp Shaver

Personal reference form

YMCA Camp Shaver is an equal opportunity employer

Thank you for your complete and honest evaluation of this candidate who is applying for a position on our summer camp staff.

IF YOU ARE A FAMILY MEMBER YOU ARE NOT ELIGIBLE TO BE A REFERENCE FOR THIS CANDIDATE.

All of our summer camp staff live and work with children 7-15 years of age. They must be excellent role models whom parents would want their children to emulate. The information you provide will be held in strict confidence and will only be reviewed by those officially involved in the employment process.

APPLICANT'S WAIVER: I HEARBY ACKNOWLEDGE THAT THIS IS CONFIDENTIAL AND WAIVE MY RIGHTS TO ITS CONTENTS.

SIGNATURE: _____ DATE _____

Applicant: _____ Position applying for: _____

References name: _____ Home phone: _____ Work Phone: _____

How extensive has your contact been with this person?

Daily contact Observed applicant frequently Observed applicant infrequently Other _____

How long have you known this applicant? _____ In what capacity _____

Directions: Please rate this applicant by rating each characteristic. Please compare them with people you know doing similar work. Please consider each characteristic separately without relating one to another.

Rating scale: 1=Excellent 2=Above average 3=Average 4=Below average 5=Poor 6=Not observed or cannot judge

_____ Work with peers-Meets people easily, is pleasant, and friendly.

_____ Leadership-Able to get people to work together, generates enthusiasm, inspires action.

_____ Work habits-Plans and organizes work, makes good use of time.

_____ Patience- Shows endurance and fortitude in difficult situations. Does not loose his/her cool.

_____ Personal adjustment-Self confident, Behavior standards are socially acceptable.

_____ Judgment & common sense-Makes sound decisions that can be implemented and produce desired results.

_____ Dependability-Is prompt and responsible, follows through with commitments.

_____ Language-Clean and appropriate.

_____ Alcohol use-Recognizes that the workplace and alcohol do not go together.

_____ How would you rate this applicant overall in regards to their direct care and influence in the lives of children.

Would you employ the applicant for a position of responsibility with children? _____

Return to: YMCA Camp Shaver

4901 Indian School Rd NE

Albuquerque, NM 87111

If you have any questions please contact the Camp Director Phil Beam Cell (505)480-7417

Thank you for your assistance, if you have any other comments please feel free to use the back of this page.