

**CAMP VICTORY LAKE**  
**REFERENCE**  
**STAFF EMPLOYMENT**

**SECTION I (To be completed by applicant )**

The following information must correspond with the information on your application. You should then give the form to the recommender with a self addressed stamped envelope. Have the recommender place the completed reference into the envelope, seal it, and sign across the seal. The envelope should then be returned to you, and you should return it with your application. **DO NOT RETURN SEPARATELY.**

Name: \_\_\_\_\_

Position for which you are applying: \_\_\_\_\_

**SECTION II ( To be completed by recommender)**

Camp Victory Lake will value your comments on the suitability of this application to perform the duty listed above and will hold your comments in confidence.

How long, and in what capacities, have you known the applicant?

How would you evaluate the applicant's ability to work with children?

To your knowledge, has the applicant displayed any abusive behavior toward children?

If you are a parent, would you leave your child alone with the applicant for an expected period?

PLEASE CAREFULLY ASSESS THE APPLICANT IN THE FOLLOWING AREAS.

**Rate the following categories: 5= Superior, 4= Good, 3= Average, 2= Poor, 1= Unknown**  
 (CIRCLE THE APPROPRIATE NUMBER)

Intellectual ability.....	5	4	3	2	1
Ability to analyze a problem and formulate a solution .....	5	4	3	2	1
Self reliance .....	5	4	3	2	1
Leadership .....	5	4	3	2	1
Creativity/ Innovation .....	5	4	3	2	1
Motivation .....	5	4	3	2	1
Self-discipline .....	5	4	3	2	1
Cooperativeness .....	5	4	3	2	1
Initiative .....	5	4	3	2	1
Reliability .....	5	4	3	2	1
Church Participation .....	5	4	3	2	1

**Please use the space on the back of this form to elaborate on the applicant's qualifications.**  
**RECOMMENDATION**

You can see from the preceding page that we are greatly interested in obtaining an accurate profile of the applicant's capability for employment. We realize that the categorized items do not provide you the opportunity to characterize the applicant as fully as you would like. We are interested in your comments about the applicant's attitudes and behavior. We especially would appreciate comments on the applicant's ability to relate to children, capability in dealing positively with their peers and those in leadership positions. Please give any additional comments.

Your overall assessment of the application's ability to fill the previously mentioned position:

Highly recommended       Recommend with reservation       Do not recommend

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

Please Print Name \_\_\_\_\_

Your Position \_\_\_\_\_ Telephone \_\_\_\_\_

Please place the completed form in the addressed stamped envelope provided by the applicant. Be sure to seal the envelope and sign it across the seal before returning it to the applicant. Thank you for assisting us with our application process.

**For Office Use Only**

Verification of Information  Yes  No      Signature \_\_\_\_\_ Date \_\_\_\_\_