



STAFF REFERENCE FORM

NOTE: *All job applicants are required to submit (3) written references with a job application to be considered and/or hired.*

NAME OF JOB APPLICANT: _____

EVALUATION COMPLETED BY:

NAME: _____

ADDRESS: _____

TOWN: _____ **STATE:** _____ **ZIP:** _____

DAY PHONE: _____ **EVENING PHONE:** _____

RELATIONSHIP WITH APPLICANT: _____

HOW MANY YEARS HAVE YOU KNOWN THIS APPLICANT: _____

The above named applicant has applied for a summer camp job, working with children ages 4-15. Please rate this applicant on the following factors listed below using a scale of **0 (lowest) to 5 (highest) or N/A** for any areas not applicable to your relationship with the applicant. At the bottom is a space for you to write any comments clarifying each number you assign. Please feel free to include any other relevant comments or observations not covered by the listed categories. *Thank you!*

- | | | |
|-------------------------------------|----------------------------|----------------------|
| ____ Rapport with Children | ____ Maturity | ____ Initiative |
| ____ Rapport with Teens | ____ Teaching Ability | ____ Honesty |
| ____ Rapport with Authority Figures | ____ Willingness to Help | ____ Enthusiasm |
| ____ Positive Role Model | ____ Organizational Skills | ____ Sense of Humor |
| ____ Morality | ____ Punctuality | ____ Common Sense |
| ____ Leadership Skills | ____ Patience | ____ Self Confidence |
| ____ Decision Making Ability | | |

Comments: _____

Signature of _____
Reference _____ Date _____