



**CAMP
PONDO**

CONFIDENTIAL REFERENCE FORM

31324 GREEN VALLEY LAKE ROAD • (MAILING ADDRESS) P.O. BOX 1247 • RUNNING SPRINGS, CA 92382
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REFERENCE FORM CANNOT BE FILLED OUT BY A RELATIVE

APPLICANT: (PLEASE PRINT YOUR NAME) _____

APPLYING FOR POSITION OF: _____

AUTHORIZATION:

I hereby authorize _____ (his/her name) to furnish to Camp Pondo the information requested on this form concerning to me, and said person is hereby released from all liability for any damage whatsoever incurred in the giving of this information.

SIGNATURE OF APPLICANT: _____

- Complete the authorization below
- Please give to a Christian worker, pastor, co-leader or teacher to fill out
- Have them return the reference form by mail or fax

Dear Christian Worker:

The person named above has applied for a position at Camp Pondo. Your confidential evaluation is solicited and we invite you to include a personal note regarding the qualifications of the applicant or anything you believe would be of interest to us. The applicant has given his/her authorization for you to release this information. Please mail or fax this form as soon as possible.

Please answer the following questions to the best of your knowledge of the applicant. Thank you.

1. How long have you known this person? _____ In what capacity? _____

2. Do you know this person on a: ONE-ON-ONE SMALL GROUP (1-29) MEDIUM GROUP (30-99) LARGE GROUP (100+)

3. Please circle the appropriate number:

	—POOR—		—AVERAGE—			—GOOD—			—SUPERIOR—	
TEACHABLE _____ →	1	2	3	4	5	6	7	8	9	10
PROMPTNESS _____ →	1	2	3	4	5	6	7	8	9	10
FOLLOWS INSTRUCTIONS _____ →	1	2	3	4	5	6	7	8	9	10
OUTGOING _____ →	1	2	3	4	5	6	7	8	9	10
EMOTIONAL BALANCE _____ →	1	2	3	4	5	6	7	8	9	10
CAPACITY TO WORK WITH CHILDREN _____ →	1	2	3	4	5	6	7	8	9	10
CAPACITY TO WORK WITH YOUTH _____ →	1	2	3	4	5	6	7	8	9	10
FULFILLS OBLIGATIONS _____ →	1	2	3	4	5	6	7	8	9	10
SENSE OF HUMOR _____ →	1	2	3	4	5	6	7	8	9	10
TEMPER CONTROL _____ →	1	2	3	4	5	6	7	8	9	10
FOLLOW-THROUGH ABILITY _____ →	1	2	3	4	5	6	7	8	9	10
ENERGETIC _____ →	1	2	3	4	5	6	7	8	9	10
GETS ALONG WITH OTHERS _____ →	1	2	3	4	5	6	7	8	9	10
TACT (discretion with words) _____ →	1	2	3	4	5	6	7	8	9	10
LEADERSHIP ABILITY _____ →	1	2	3	4	5	6	7	8	9	10
FRIENDLY _____ →	1	2	3	4	5	6	7	8	9	10
MORAL REPUTATION ON CAMPUS _____ →	1	2	3	4	5	6	7	8	9	10
TRUSTWORTHY _____ →	1	2	3	4	5	6	7	8	9	10

4. Please comment on the applicant's spiritual life: _____

5. Would you completely trust this individual to guide and care for your child in a one-on-one or group setting?

YES NO POSSIBLY EXPLAIN IF HESITANT: _____

6. To your best knowledge, has this applicant ever been expelled or suspended from school or employment or charged with, arrested for, or convicted of any offense or violation of any statute or law? YES NO

7. I would: STRONGLY RECOMMEND RECOMMEND RECOMMEND W/ SOME RESERVATION NOT RECOMMEND hiring the applicant.

What specific reason would you give for hiring or not hiring the applicant? _____

8. I expect the applicant's work to be: **POOR** **AVERAGE** **GOOD** **SUPERIOR**

PRINT NAME OF REFERENCE PERSON: _____

POSITION: _____

ADDRESS: _____

SIGNATURE OF REFERENCE PERSON: _____

{ _____ }

PHONE: _____

CITY: _____

STATE: ZIP: _____