

2012 STAFF REFERENCE FORM

Background Information

Hidden Acres Christian Center is located in central Iowa and is owned and operated by the Evangelical Free Church. We are encouraging you to give us your evaluation of the applicant as you have seen him/her live and perform on a daily basis.

It is our desire to hire a staff person who is trustworthy, caring, and loving toward children, teens, and adults. It is imperative that all our summer staff are positive role models for children between the ages of 6 & 18.

Please **type** or **print** your responses. Thank you, your feedback is greatly appreciated!

Date received at Hidden Acres Office: _____

Reference count ____ / 4

Applicant Information

Name _____

Phone _____

Position applied for _____

Hidden Acres Christian Center

3837 Union Ave • Dayton, IA 50530

Phone: (515) 547-2751

Fax: (515) 547-2752

Email: office@hacamps.org

Web: www.hacamps.org

Referent Information

Name _____

Type of reference given:

Date Completed _____

_____ Academic _____ Christian Character

Relation to Applicant _____

_____ Work _____ Pastor/Spiritual

How long have you known this applicant? _____

Do you have any reservations about this applicant's moral integrity?

How would you describe the applicant's relationship with God?

What one challenge would you give to the applicant for their own personal growth?

Perceptions of Applicant

If you had a child of camp age, how would you feel about having him/her spend five days with the applicant...

- As a cabin counselor?
 Positive Comfortable So-So Concerned
- As an example?
 Positive Comfortable So-So Concerned
- As a spiritual teacher?
 Positive Comfortable So-So Concerned
- Duplicating the applicant's mannerisms?
 Positive Comfortable So-So Concerned

How do you feel about the applicant's...

1. Work Ethic
 - Excellent...puts forth the extra effort
 - Good.....will put in a fair day's work
 - Average....works enough to get by
 - Poor.....lazy
2. Leadership
 - Excellent...a leader of leaders
 - Good.....contributes positively
 - Average.....usually well-balanced
 - Poor.....passive/ negative influence (circle one)
3. Emotional Stability
 - Excellent...exceptionally stable consistent
 - Good.....well-balanced in most situations
 - Average....usually well-balance
 - Poor.....excitable / unresponsive (circle one)
4. Judgment
 - Excellent...consistently makes wise decisions
 - Good.....makes good decisions
 - Average.....makes fair decisions
 - Poor.....hasty decisions / indecisive (circle one)
5. Cooperation
 - Excellent...deeply sensitive to others
 - Good.....generally honest and true
 - Average.....cooperates when convenient
 - Poor.....difficult to work with
6. Communication
 - Excellent...articulate in all groups
 - Good.....usually gets thoughts across well
 - Average.....gets thoughts across, may be hesitant
 - Poor.....difficulty articulating thoughts
7. Motivation
 - Excellent...highly self-motivated
 - Good.....effectively motivated
 - Average....usually purposeful
 - Poor..... purposeless
8. Appearance
 - Excellent...outstanding first impression
 - Good....well-groomed, good 1st impression
 - Average....fair first impression
 - Poor.....sloppy, negative 1st impression
9. Team Participation
 - Excellent...outstanding group member
 - Good.....contributes positively in a group
 - Average.....usually contributes positively
 - Poor.....difficulty working in a group
10. Sociability—mark ALL that apply to applicant

<input type="checkbox"/> confident	<input type="checkbox"/> noisy
<input type="checkbox"/> consistent	<input type="checkbox"/> humorous
<input type="checkbox"/> mature	<input type="checkbox"/> hyperactive
<input type="checkbox"/> shy	<input type="checkbox"/> aggressive
<input type="checkbox"/> assertive	<input type="checkbox"/> wise
<input type="checkbox"/> spontaneous	<input type="checkbox"/> rude
<input type="checkbox"/> negative	<input type="checkbox"/> caring
11. With which age groups have you seen this applicant interact?

<input type="checkbox"/> Infant	<input type="checkbox"/> High School
<input type="checkbox"/> Preschool	<input type="checkbox"/> College
<input type="checkbox"/> Elementary	<input type="checkbox"/> Adult
<input type="checkbox"/> Junior High	
12. Knowing the applicant as you do, to what extent would you encourage us to accept him/her as a staff member?
 - highly recommend
 - recommend
 - recommend with reservation
 - would not recommend for the position

I prefer to discuss this applicant further...

Please call me at:

Signature _____ Date _____