

# **SUMMER STAFF REFERENCE**

Covenant Pines Bible Camp 43696 245<sup>th</sup> Place McGregor, MN 55760  
Telephone (218) 768-2610 Fax (218) 768-2611 E-mail Lindsay@covenantpines.org

Applicant's Name \_\_\_\_\_ Position Applied For \_\_\_\_\_

*The emphasis of each summer staff member is **ministry**, whatever the position.*

*It is our desire to hire a staff that is trustworthy and capable of caring for and discipling our campers.*

***It is imperative that all summer staff be positive spiritual role models for our campers (ages 7-18). Please evaluate the applicant as you have seen him/her in daily life, at work or in a church setting. Your opinions and feedback will become part of the applicant's confidential file. Your time and effort are greatly appreciated!***

## **Reference fill out:**

1. How long have you known the applicant and in what capacity?

2. Does the applicant demonstrate a life-style committed to spiritual growth and moral integrity?

- \_\_\_\_ Always            Comments:  
\_\_\_\_ Usually  
\_\_\_\_ At Times  
\_\_\_\_ Seldom

3. From your observations of the applicant, please list:

Three Strengths: \_\_\_\_\_  
\_\_\_\_\_

Three Weaknesses/Areas of Challenge: \_\_\_\_\_  
\_\_\_\_\_

4. How well does the applicant apply energy and persistence in completing a task?

- \_\_\_\_ Needs much encouragement to complete work  
\_\_\_\_ Rather indifferent; does not finish job  
\_\_\_\_ Completes assigned tasks of own accord  
\_\_\_\_ Exceptional perseverance; does more than expected

5. How well does the applicant work with others?

- \_\_\_\_ Cooperates grudgingly; makes trouble/issues  
\_\_\_\_ Limited cooperation; neglects common good  
\_\_\_\_ Cooperates with others toward common goal  
\_\_\_\_ Exceptionally successful working w/ others

6. How responsible is the applicant?

- \_\_\_\_ Irresponsible even under supervision  
\_\_\_\_ With constant supervision does a satisfactory job  
\_\_\_\_ Needs detailed instructions and check ins  
\_\_\_\_ Carries out routine activity on own accord  
\_\_\_\_ Exceptionally able to accomplish work w/o close supervision

7. How does the applicant react to suggestion/criticisms?

- \_\_\_\_ Takes criticism as a personal insult/resentful  
\_\_\_\_ Listens to suggestion but may not consider  
\_\_\_\_ Follows suggestions willingly  
\_\_\_\_ Asks for criticism and suggestions

8. Would you be willing to place your child under the applicant's direct influence and care?

- \_\_\_\_ Yes            Comments:  
\_\_\_\_ Maybe  
\_\_\_\_ No

Please grade the applicant to the best of your knowledge. "1" is the lowest on the scale or "never". "10" is highest on the scale or "always". Circle NK for no knowledge or insufficient information.

	<b>Poor</b>		<b>Average</b>			<b>Good</b>			<b>Superior</b>		
	1	2	3	4	5	6	7	8	9	10	
Positive Attitude	1	2	3	4	5	6	7	8	9	10	NK
Christ-Like Life-Style	1	2	3	4	5	6	7	8	9	10	NK
Motivated	1	2	3	4	5	6	7	8	9	10	NK
Sense of Humor	1	2	3	4	5	6	7	8	9	10	NK
Temper Control	1	2	3	4	5	6	7	8	9	10	NK
Tactful	1	2	3	4	5	6	7	8	9	10	NK
Teachability	1	2	3	4	5	6	7	8	9	10	NK
Emotional Maturity	1	2	3	4	5	6	7	8	9	10	NK
Leadership Ability	1	2	3	4	5	6	7	8	9	10	NK
Stamina	1	2	3	4	5	6	7	8	9	10	NK
Judgment	1	2	3	4	5	6	7	8	9	10	NK
Dependability	1	2	3	4	5	6	7	8	9	10	NK
Enthusiasm	1	2	3	4	5	6	7	8	9	10	NK
Flexibility	1	2	3	4	5	6	7	8	9	10	NK
Honesty	1	2	3	4	5	6	7	8	9	10	NK
Promptness	1	2	3	4	5	6	7	8	9	10	NK
Follows Instructions	1	2	3	4	5	6	7	8	9	10	NK
Gets Along With Others	1	2	3	4	5	6	7	8	9	10	NK

Do you have any comments on the above categories?

In recommending this applicant for the position applied for, I would:

Highly Recommend       Recommend with Reservation  
 Recommend                 Not Recommend

Name (please print) \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

Phone Number (    ) \_\_\_\_\_ Email \_\_\_\_\_

**(This statement is confidential)**

Please send completed form directly to:

**Lindsay Johnson**  
**Covenant Pines Bible Camp**  
**43696 245<sup>th</sup> Place**  
**McGregor, MN 55760**

*Thank you for your time and honesty!*