

## Cedar Lake Camp Summer Staff Reference Questionnaire

The staff of Cedar Lake Camp appreciates your time and effort in helping us evaluate the applicant named below. It is our desire to evaluate him or her thoroughly and, upon acceptance, help them develop in both their strengths and weaknesses. Likewise, communicate gifts and abilities so that the applicant can be encouraged to use them for the greatest good. Once completed, please use the enclosed envelope to return the reference form for our evaluation.

**Applicant Name:**

**Reference Name:**

Address:

Phone ( )

City:

State:

Zip:

E-mail:

Signature

Date

In what capacity have you known the applicant?

How long have you known the applicant?

How well do you know the applicant?

**Note:** Because this reference is used for both acceptance and development, it is most valuable when completed objectively. Please avoid the temptation to make the applicant appear perfect.

**Responsibility** *Carries out duties and obligations*

N/A	1	2	3	4	5	6
	IRRESPONSIBLE			RESPONSIBLE		VERY RESPONSIBLE

**Adaptability** *Adjusts well to changes in circumstances*

N/A	1	2	3	4	5	6
	ADAPTS WITH DIFFICULTY		ADAPTS MODERATELY		ADAPTS WELL	

**Perseverance** *Moves ahead in the face of adversity*

N/A	1	2	3	4	5	6
	QUITS OFTEN		SOMETIMES QUILTS		USUALLY PERSEVERES	

**Personal Appearance and Manners**

N/A	1	2	3	4	5	6
	CARELESS		FAIR	GOOD		VERY GOOD

**Cooperation and Teamwork** *Works well with others*

N/A	1	2	3	4	5	6
	DOESN'T COOPERATE		COOPERATES POORLY		COOPERATES WELL	

**Communication** *Presents thoughts with clarity and meaning*

N/A	1	2	3	4	5	6
	POOR		FAIR		GOOD	

**Spiritual Maturity** *Demonstrates mature walk with God*

N/A	1	2	3	4	5	6
	POOR		QUESTIONABLE		GOOD	

**Sensitivity** *Sensitive to the needs and feelings of others*

N/A	1	2	3	4	5	6
	INSENSITIVE		SENSITIVE		VERY SENSITIVE	

**Emotional Stability** *Responds well to stressful situations*

N/A	1	2	3	4	5	6
	DIFFICULTY WITH STRESS		HANDLES INCONSISTENTLY		HANDLES WELL	

**Self-Image** *Accepts and understands self*

N/A      1      2      3      4      5      6  
 VERY POOR      FAIR      GOOD

**Personal Ministry** *Effective personal influence for Christ*

N/A      1      2      3      4      5      6  
 NOT EFFECTIVE      LIMITED EFFECTIVENESS      ACTIVE MINISTRY

**Initiating with others** *Begins conversations with ease*

N/A      1      2      3      4      5      6  
 NEVER INITIATES      OCCASIONALLY INITIATES      OFTEN INITIATES

**Teachability** *Willing to receive instruction and counsel*

N/A      1      2      3      4      5      6  
 UNTEACHABLE      TEACHABLE      VERY TEACHABLE

To what degree are the following traits apparent in the life of the applicant? (Check correct box)

FREQUENTLY      AVERAGE      RARELY

	Not Applicable	1	2	3	4	5	6
Procrastination							
Critical Attitude							
Irritability							
Anxiety, worry							
Depression							
Domineering Manner							
Rebelliousness							
Anger							

*In your experience with the applicant, have you observed any of these traits at a level that would cause you to be concerned? If so, please explain.*

**Please answer the following questions.**

1 *What are the applicant's greatest strengths? [character traits/abilities/skills]  
 Explain:*

2 *What areas need development or attention? [character traits /abilities/skills]  
 Explain:*

3 *Describe the applicant's social maturity (confidence and poise in interaction with others).  
 Explain:*

- 4 *How does this student respond to authority? (Please describe a situation that shows how this applicant responds to authority)*
- 5 *Are the applicant's present convictions in these areas in line with what the Bible teaches?*  
 Yes  No *If no, please explain.*
- 6 *Do you believe that this applicant struggles with an eating disorder?*  Yes  No
- 7 *What type of leadership has the student exhibited? Be specific. What leadership potential do you see in him/her?*
- 8 *Do you have any reservations about this person participating as a summer staff at Cedar Lake Camp? If so, please explain.*