



_____ has applied for a position at YMCA Camp Fuller. S/he will be working with children and has identified you as a character reference. We appreciate your cooperation in helping us to hire the best possible staff for our campers. Your prompt completion of this reference form is important, and you can be assured that it will be held in strict confidence.

Please consider some factors before you complete this reference. Successful staff members:

- ◆ have experience with children ages 7-16
- ◆ recognize the values of honesty, caring, respect and responsibility
- ◆ understand the importance of being a good role model
- ◆ can live and work in a close community
- ◆ are emotionally mature under stress
- ◆ have exceptional energy

I would appreciate your cooperation in helping us to hire the best possible staff to work with our campers. Your prompt completion of this reference form is important. If there are specific topics that are not adequately addressed in this document, please feel free to provide additional comments.

Please Reply To: Chessa Ormond, Operations Director
YMCA Camp Fuller
619 Camp Fuller Road
Wakefield, RI 02879

Or email to cormond@gpymca.org

If you would prefer to speak to me, please do not hesitate to call me regarding this applicant. I can be reached at 401-783-5359.

Thank you for your time!

Sincerely,

Chessa Ormond
Operations Director

CHARACTER REFERENCE

Applicant's name: _____

How long have you known this applicant? _____ In what capacity? _____

Which phrases most accurately describes the applicant? N/A (non-applicable) if you can't say.

Ability to direct and influence others

- Exceptional leadership qualities
- Usually successful in leading others
- Lacks leadership qualities

Ability to follow through with assignments

- Does more than expected
- Works at own pace
- Requires supervision to complete work

Working style

- Exceptional in groups
- Cooperate in most circumstances
- Independent worker

Ability to control emotions

- Situation specific
- Average ability to control emotions
- Easily irritated, impatient or depressed

Regarding interactions with children

- S/he connects one-on-one
- Children adequately participate in his/her lead activities
- Children usually ignore instruction

Would you leave your child with this person for two weeks or more? YES NO

Do you have any hesitations about this person working with children? YES NO

Would you leave your pet with him/her? YES NO

PERSONAL CHARACTERISTICS

Please check the box that best describes your opinion of the applicant in the following areas:

	STRONG	ADEQUATE	WEAK	CAN'T SAY
Attendance/punctuality				
Honesty				
Work Habits				
Adaptability				
Attitude				
Relationship with co-workers				
Children's response to applicant				
Maturity				
Persistence				
Personal appearance				
Judgement				
Initiative				
Enthusiasm				

Additional comments?

Print Name: _____ Phone #: _____

Signature: _____ Date: _____