



YMCA CAMP CONISTON ~ Reference Form

Our program requires responsible, mature adults who are creative and flexible, function well as part of a team and are able to maintain stamina over a long period of time. Each staff member (counselors, support staff, nursing staff, etc) must be able to work well with children and adults in all kinds of situations. We are committed to employing the best possible camp staff and will appreciate your honest assessment of this applicant's qualifications.



This boxed section must be completed by the applicant requesting the reference:

Applicant Printed Name: _____, I have given your name as reference in applying for a position as _____ at YMCA Camp Coniston. I agree to release you, your firm or corporation from any liability from information you may provide.

Applicant Signature: _____ **Date:** _____

1. If the applicant was an employee of yours, would you rehire him/her? Yes No Not an employee
2. How long have you known the applicant? _____
3. In what capacity have you known the applicant (friend, supervisor, family member, pastor, teacher, etc), and how close are you to the applicant?
4. How would you describe the applicant's ability to communicate with youth? With adults?
5. Please describe both a strength AND a challenge the applicant has regarding feedback / training / supervision?
6. How does the applicant handle stress on the job? Can he/she remain professional and productive when work- related or non-work related stressors are affecting them?
7. In a residential environment all employees must be able to work on a team, work solo, be a continuous role model for children, always act reasonably & responsibly, make decisions on behalf of a child's welfare, and handle switching gears on short notice. They are in an atmosphere where they work both side by side with supervisors and work alone without supervision. Based on these aspects of the position, please rank your opinion of the best fit for the applicant at our camp:
(Rank #1 as best fit for this applicant)

- _____ Office Staff / Nursing Staff / Program Staff, professional positions that work directly with both campers and adults
- _____ Kitchen/Maintenance /Laundry Staff, working primarily with adults but also communicating with children regularly
- _____ Cabin Counselor, living with and being a primary caregiver for 10+ children (lives with children), having lots of positive energy & excellent judgment
- _____ I recommend a different position (then listed) to fit this persons strengths

(Reference continued on reverse side)

8. Please mark how you would describe the applicant in the following categories:

	One of the best I've Ever encountered Top 5%	Above Average	Average	Below Average	I have not witnessed / Unsure
Common sense	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enthusiasm/Energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patience with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative/Resourcefulness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Argumentativeness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warmth/Caring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Even tempered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manages emotions on the job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to juggle tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willingness to work hard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Acceptance of critique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knows when to ask for help	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Love of Outdoors/Camping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. Please let us know if you would like to comment or elaborate on any of the above rankings:

10. Please let us know if you have any reservations or pertinent information:

11. Overall, regarding this applicant, my recommendation for him/her is:

- extremely high
 high
 yes, but some reservations
 do not recommend

Your Name _____		Phone _____	
Company/Title _____		E-Mail _____	
Street _____	City _____	State _____	Zip _____
Signature _____		Date _____	

Your observations and opinions are important. Thank you very much for taking the time to complete this reference before the deadline. Please return form to the staff applicant /or/ directly to:

YMCA Camp Coniston
PO Box 185
Grantham, NH 03753

FAX: 603-863-1620

EMAIL: info@coniston.org

