



29 Pleasant Grove Rd. • Port Murray, NJ • 07865 • 908.832.7264 • www.crossroadsoutdoorministries.org

## SUMMER STAFF REFERENCE FORM

Name of applicant: \_\_\_\_\_

I am applying for:  Leadership Staff    Counselor    Support Staff (kitchen/maintenance)    Staff-In-Training

- To the applicant:**
- 1) Print your full name above and check the position for which you are applying.
  - 2) Attach this form to a stamped and pre-addressed envelope to Cross Roads Outdoor Ministries.
  - 3) Ask the reference to return the completed form to Cross Roads Outdoor Ministries as soon as possible.

**Dear Reference** – The above person has applied for a position with Cross Roads Outdoor Ministries. Working at camp requires close interaction with children, as well as the ability to communicate maturely and responsibly with adults and staff in a variety of situations. Your honest evaluation is important and very much appreciated. Please fill out the **front and back** and return this **confidential** form to Cross Roads.

**PLEASE CHECK THE APPROPRIATE BOX FOR EACH ITEM**

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Ability to...				
Be a Spiritual Role Model	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Relate to children	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Relate to peers	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Relate to supervisors	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Assume leadership roles	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Assume responsibility	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Work under stress	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Hold to a schedule	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Function as part of a team/community	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Be flexible	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
General Character	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Dependability	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor

**PLEASE ANSWER EACH QUESTION AS YOU ARE ABLE**

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

Would you have any reservations about your child being in the care of this person? If yes, please explain.

Would you recommend this person to serve in a staff position at a church camp? Please explain.

To your knowledge, has the applicant ever been accused of child or sexual abuse?

Please feel free to make any additional comments that may be helpful in our hiring process.

**THANK YOU FOR TAKING THE TIME TO HELP US**

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*Signature* \_\_\_\_\_ *Date* \_\_\_\_\_  
*Print Name* \_\_\_\_\_ *Position/Title* \_\_\_\_\_  
*Address* \_\_\_\_\_ *Email* \_\_\_\_\_  
*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_  
*Phone* (\_\_\_\_) \_\_\_\_\_ *Best time(s) to reach you* \_\_\_\_\_