



Camp Wabanna 2012 Personal Reference Form

The applicant cannot complete the application process without your prompt response. *All information will be kept confidential.* Please complete this form and return it as soon as possible to:

Camp Wabanna – Attn: Summer Director – 101 Likes Rd. – Edgewater, MD 21037

Thank you for your feedback!

Fax: 410-798-1214

Name of Applicant _____ Position(s) applying for _____

Applicant Agreement: I release Wabanna and the individual completing this reference form from any legal liability that may be derived from its contents. **Applicant's Signature** _____ Date _____

1. How long have you known the applicant? _____
 In what capacity? _____
 Time spent with applicant: Regular/Frequent Occasional/Casual Very Little
2. To the best of your knowledge, has the applicant made a personal commitment to Jesus Christ?
 Yes No I Don't Know
3. Are you aware of any emotional problems or peculiarities that would affect his/her ability to work?
 Yes No
 If so, please explain. _____
4. List any outstanding abilities/qualities. _____
5. What do you consider his/her chief weakness? _____
6. Does (s)he regularly attend church? Yes No Regularly attend Bible Study? Yes No
7. What can you say about the spiritual tone of his/her home? _____
8. Would you have any concerns with him/her working at a summer boys and girls camp? Yes No
 If so, please explain. _____
9. To your knowledge, does (s)he use tobacco and/or alcoholic beverages? Yes No
 If so, to what extent? _____
10. Have you ever had occasion to question his/her morals? Yes No
 If so, please explain. _____

 Please read our employee ethics agreement and answer the questions that follow.

EMPLOYEE ETHICS AGREEMENT

A commitment to be involved in Wabanna Camp & Conference Center requires a certain standard of lifestyle. An employee's behavior is a reflection on both the camp's ministry and our Savior Jesus Christ. By involvement they will be considered an example and a leader. Others will look to them for direction.

They must understand that a daily walk with Christ through the Bible and prayer is essential in order to comply with their responsibilities. They must submit to the leadership staff as they realize we are concerned about their personal growth.

They must agree to resign their position if they are involved with alcohol, drugs, or sex. They further agree to never steal from anyone and to deal with people in an honest, fair fashion. By a violation of these issues they will forfeit their ability to lead by a Godly example at Camp Wabanna.

They will accept responsibility for the safety and well-being of the campers that are assigned to their oversight. They will strive to have compassion on all people and to care for each person on an equal level. They will strive to be servants, without complaining. They must realize that a spirit of cooperation is vital to their interaction with other workers.

16. Is the applicant's reputation consistent with the lifestyle described above? Yes No
Please explain. _____

17. Do you foresee any problem with the applicant abiding by Wabanna's ethics agreement?
 Yes No Please explain. _____

Please choose one to indicate your impression of the applicant in each of the following areas.

1. Responsibility

- Excellent: diligently completes tasks
- Good: follows through on tasks
- Average: usually follows through on tasks
- Poor: rarely follows through on tasks

2. Work Ethic

- Excellent: puts forth the extra effort
- Good: will put in a good day's work
- Average: works enough to get by
- Poor: lazy

3. Leadership

- Excellent: a humble leader by example
- Good: contributes positively
- Average: has potential, needs motivation
- Poor: passive or negative influence

4. Emotional Stability

- Excellent: very stable and consistent
- Good: well balanced in most situations
- Average: fairly balanced
- Poor: unresponsive or unstable

5. Judgment

- Excellent: reliable, makes wise decisions
- Good: makes good decisions
- Average: makes fair decisions
- Poor: makes hasty decisions or indecisive

6. Teamwork

- Excellent: deeply aware of others
- Good: generally concerned with others
- Average: cooperates when convenient
- Poor: difficult to work with

7. Integrity

- Excellent: consistently honest, trustworthy
- Good: generally honest and true
- Average: may stretch the truth
- Poor: questionable

8. Communication

- Excellent: articulate in all groups
- Good: usually gets thoughts across well
- Average: gets thoughts across hesitantly
- Poor: difficulty articulating thoughts

9. Initiative

- Excellent: goes above and beyond
- Good: does what needs to be done
- Average: if asked, will participate
- Poor: is hesitant to do what is asked

10. Response to Authority

- Excellent: holds high respect for authority
- Good: will comply with authority
- Average: questions authority
- Poor: resents and disrespects authority

11. First Impression

- Excellent: outstanding first impression
- Good: good first impression
- Average: fair first impression
- Poor: sloppy, negative first impression

12. Group Participation

- Excellent: outstanding group member
- Good: contributes positively in a group
- Average: usually contributes
- Poor: difficulty working in a group

Please give your best overall recommendation for the applicant:

Strongly recommend Recommend Recommend with hesitation Do not recommend

Additional comments: _____

Signature _____ Title _____

Print Name _____ Date _____

Church/ Organization _____ Phone _____

Thank you for taking the time to complete this form. Your feedback is greatly appreciated.

Wabanna Camp & Conference Center
101 Likes Road, Edgewater, MD 21037 (410) 798-0455 Fax (410) 798-1214 www.campwabanna.org