

PHANTOM LAKE YMCA CAMP

S110 W30240 YMCA Camp Road MUKWONAGO, WI 53149 (262) 363-4386 FX (262) 363 4351
office@phantomlakeymca.org www.phantomlakeymca.org

REFERENCE QUESTIONNAIRE

Name of Applicant _____

This Applicant has applied for a job as _____

I understand & agree that this Reference Questionnaire is **CONFIDENTIAL** and waive any future right to review this letter.

Applicant's Signature _____ Date _____

The above named person has applied for a position on the Phantom Lake YMCA Camp Staff. We would appreciate your most candid and objective opinion, since we work closely with children, and are sincerely dedicated to employment of only those people of proven abilities, emotional maturity, sound character and positive attitudes.

Please consider the questions carefully and remember, an accurate rating based on your experience with the applicant, is more important to the applicant and more useful to us, than one that is so outstanding that he/she may not be able to live up to it. As most of our positions are "live-in" 24-hour-day-to-day, we need individuals with much interest, enthusiasm, stamina, and dedication in serving others.

Thank you for your time! Your concern for helping us provide only the best quality leadership for our boys and girls is sincerely appreciated. Please return this form as soon as possible. Thank you.

Please check the appropriate number: 1 – excellent, 2 – good, 3 – average, 4 – below average, 5-low, 6- not observed

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First Impression						
Neatness/Pride in Appearance						
Self Assurance						
Leadership with Peers						
Ability to Relate to Children						
Integrity						
Christian Character						
Sense of Humor						
Enthusiasm						
Creativity						
Willingness to Accept Responsibility						
Ability to Complete Jobs Begun						
Desire to Serve Others						
Ability to adjust to New Situations						
Degree to Which Children Relate to Applicant						
Work Habits						
Willingness to Accept Supervision						
Concern for Care of Equipment						
Emotional Maturity						
Initiative						
Communication Skills						
Common Sense						
Friendly, Personable						

In your opinion, what are the applicant's strong points?

In your opinion, what areas could the applicant improve in?

Would you be enthusiastic about having one of your children in this applicant's care in a camp setting?
Why or why not?

How long have you know the applicant and in what capacity?

Which of the following best sums up your feelings about the applicant's potential as a Phantom Lake
YMCA Camp Staff member? (please circle)

Highly Recommend

Recommend

Not Sure Do Not

Recommend

Any additional comments?

Your signature _____ Date _____

Occupation _____

Place of Employment _____

Home Phone _____ Work Phone _____

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