

Confidential Reference Questionnaire

Christikon
Lutheran Bible Camp, Inc.

To be completed by the Applicant:

Name _____

Position(s) for which you are applying: _____

This reference form is available on-line at www.christikon.org and may be imported into a word processor for completion.

To the person completing this Reference Questionnaire: The person named above is applying to serve our summer staff. Your evaluation of her/his potential is very helpful in the selection process. Thank you for your sincere and candid appraisal of her/his character and ability.

1. How long, how well, and in what capacity have you known the applicant?

In each of the following items, please check the phrase that most accurately describes the applicant's usual behavior with regard to that specific quality or trait. Additional comments welcomed.

2. Leadership: How does this person direct and influence others in group work?

- Poor leader; incapable of directing or working with others
- Usually follows the lead of others
- Normally successful in directing and leading others
- Very successful in leading others
- Exceptional leader; inspires others along desired lines of action.

3. Cooperation: How well does this person work with others in a group?

- Cooperates grudgingly; makes trouble; obstructs group efforts
- Cooperates somewhat, but tends to choose own interests over the common good
- Cooperates actively; helps things run smoothly
- Exceptionally successful in working with others and inspiring confidence

4. Responsibility/trustworthiness: How responsible is this person?

- Irresponsible even under supervision
- Usually needs detailed instructions with regular checks of work
- With close supervision will do satisfactory work
- Carries out routine activity on own responsibility
- Exceptionally able to accomplish work without close supervision

5. Willingness to improve: How does this person react to suggestions/criticisms by others?

- Takes criticism as a personal insult; resents suggestions
- Listens to suggestions but often acts without considering them
- Follows suggestions willingly when appropriate
- Asks for criticisms and suggestions

(over)

6. Depth of conviction: How does this person put principles/convictions into action?

- Displays a seriously under-developed system of values
- Holds convictions, but fails to carry them out under adverse conditions
- Acts according to convictions under normal circumstances
- Carries out convictions constantly and boldly, even in face of obstacles

7. Persistence: How well does this person follow through on tasks?

- Needs much prodding to complete work
- A bit indifferent unless deeply interested; may not finish task
- Completes assigned tasks of own accord
- Industrious, energetic, dependable at all times
- Unusual perseverance; does more than expected

8. Stability: How well does this person control emotions?

- Tends to over-respond (to stress, good fortune, etc.); over-emotional
- Tends to be unresponsive; apathetic
- Has difficulty expressing emotions; over-controlled
- Usually well-balanced
- Excellent balance of both responsiveness and self-control

9. Maturity of judgment: How does this person make decisions?

- Immature; untrustworthy in situations of stress
- About average for his/her age in judgments made
- Above average; can always be counted upon to use good common sense
- Exceptionally mature; decides wisely and prudently, even under stress

10 If you have any reason to believe that it would be inappropriate for this person to work closely with children, we invite further explanation on a separate sheet of paper. Any such comments will not be kept as part of the reference, and will be destroyed after they are reviewed.

11. Suitability as a camp staff person: Rate this person by circling a number from one to ten:

Poor prospect 1 2 3 4 5 6 7 8 9 10 Truly exceptional

12. Further comments on any of the following items, or others of your own choosing, are appreciated:

- Other significant strengths or weaknesses
- Christian character and commitment
- Ability to articulate her/his faith
- Theological perspective and/or style

Signature _____ Print/type name: _____

Mailing address _____ Date _____

_____ Telephone _____

Staff applications are not complete until references are received. Please return this by February 28th or as soon thereafter as possible to: **CHRISTIKON • 1108 24th St. W • Billings, MT 59102**