

REFERENCE FORM

Camp Turner, P.O. Box 264, Salamanca, NY 14779 Phone: 716-354-4555 Fax: 716-354-2055

Applicant Instructions: Fill out the top section of this form. Give it to three professionals (teachers, supervisors, etc.) **Do not give the form to family members, roommates or peers.** Ask them to complete the form with as much detail as possible then place it in a sealed envelope, sign across the seal, and mail it directly to the address above. This reference is confidential. You should not see the reference.

I, the applicant, give permission for Camp Turner and the Catholic Diocese of Buffalo, to obtain all appropriate information in conjunction with my application for employment. I authorize all schools which I attended, employers for whom I have worked, organizations for which I have volunteered or been associated with to release information which may provide insight into my experience, character, educational qualifications, and potential to be a successful staff member at Camp Turner.

Applicant Printed Name	Position Applying for	Signature	Date
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NOTE TO PERSON PROVIDING REFERENCE

Camp Turner is a coeducational, resident summer camp serving children from seven to sixteen years of age. The work requires a great deal of energy, patience, creativity and responsibility. The information you provide will help us determine if the applicant is suitable for this type of employment. Please seal the form, sign across the seal and mail the form directly to the address above. Please do not give this form to the applicant to mail.

Name of Reference: _____ Phone number: _____

Occupation: _____ Employer: _____

Telephone Number: _____ Email Address: _____

Address: _____

How long have you known the applicant: _____

What is your relationship to the applicant: _____

What values does the applicant display through his or her behavior?

What are the applicant's strengths?

Describe the applicant's temperament:

Has this applicant, in your experience, improved or detracted from the happiness of those around him or her? How?

Describe the applicant's ability to adapt to change / flexibility.

Comment on the applicant's emotional maturity / socialization skill:

What area do you think the applicant needs to grow in to be a more effective employee?

Has the applicant demonstrated punctuality, reliability, work ethic? In what ways?

How does the applicant get along with co-workers? Superiors? The public?

Have you observed the applicant interacting with children? Do you have any reservations about this applicant working with children in an overnight camp setting? Would you trust him / her with your own childre?

Signature: _____

Date: _____