



Diocese of Philadelphia and Eastern Pennsylvania
Youth Program
PO Box 123 South Canaan, PA 18459
Phone: 484-983-7349 Email: info@sttikhonscamp.org
St. Tikhons Summer Camp
Professional Reference Form 2023

INSTRUCTIONS FOR REFERENCE WRITER: After completing this form, please place it in an envelope and sign your name over the sealed outside flap, and return to the applicant. Your prompt completion of the form is greatly appreciated. If you prefer, you may mail the form directly to us at the above address. Thank you for your time and your valued assistance.

How long have you known the applicant? _____

In what capacity? _____

How recently have you been in regular contact with him/her? _____

Part 1: Narrative Evaluation

1. What talents or strengths do you think the applicant will bring to the camp setting? _____

2. All staff members face challenges during their time at camp. Some challenges are a result of the tremendous responsibility placed on camp staff. Other challenges stem from personal weaknesses which all human beings have. Which difficulties do you think the applicant would be most likely to encounter if selected to be a staff member, based on his or her unique challenges?

Part 2: Rating of Personal Qualities

No one candidate will excel in all areas listed below. Please candidly evaluate the applicant based on your observed knowledge using the following scale definitions. Please circle one for each category.

<i>In my opinion, the applicant:</i>	<i>Completely Agree</i>	<i>Agree</i>	<i>Somewhat Agree</i>	<i>Disagree</i>	<i>Completely Disagree</i>	<i>No basis for rating</i>
Can be depended on to follow through with responsibilities	5	4	3	2	1	NB
Seems more mature than his/her peers	5	4	3	2	1	NB
Is considered by most to be a motivated person	5	4	3	2	1	NB
Is perceptive to situations going on in his/her surroundings	5	4	3	2	1	NB
Demonstrates good judgment in decision making	5	4	3	2	1	NB
Shows leadership in either official and/or unofficial capacities	5	4	3	2	1	NB
Is sensitive to the needs of others	5	4	3	2	1	NB
Manages his or her time well	5	4	3	2	1	NB
Works as a team member	5	4	3	2	1	NB
Would probably respond well in crisis situations	5	4	3	2	1	NB
Would be easily entrusted with the care of my own children	5	4	3	2	1	NB
Performs well taking direction from those in authority	5	4	3	2	1	NB
Is a source of inspiration to others	5	4	3	2	1	NB
Gets along well with most people	5	4	3	2	1	NB

How have you seen this person grow and mature over the past 3 years?

Additional comments: _____

If needed, may we contact you for further information? Yes No

Name: _____ Daytime Phone Number: _____

Address: _____

Email Address: _____

City, St, Zip _____

To the best of my knowledge, all statements made or indicated on this Reference Form are true and represent my honest appraisal of the qualifications of the applicant.

Signature of Reference Writer

_____/_____/_____
Date

INSTRUCTIONS FOR THE APPLICANT:

Please complete this part before giving it to your reference writer:

I, the undersigned, have agreed to waive my right to read this reference. After my reference writer completes this form, I will collect this reference inside an envelope with my reference's signature over the sealed flap, and I will either send it together with all other application materials, or arrange to have it sent directly to the camp by the February 1 deadline.

Applicant's Name

Applicant's Signature

_____/_____/_____
Date