

This form needs to be completed by someone who is not a family member and knows the applicant well enough to answer these questions. Applicant has signed a voluntary waiver waiving his/her right of access to any information contained in this recommendation form for Vesper Point and agrees that the statement shall remain confidential. This can be returned to us by mail or email at the addresses below.

Vesper Point
 554 McCallie Avenue
 Chattanooga, TN 37402
 (423) 648-7936 • Fax: (423) 267-1208
cvp@vesperpoint.org

_____ has applied to work for us this summer as a _____ and has given your name as a reference. Accordingly, we would appreciate very much you giving us a very frank appraisal of the applicant's qualifications as are requested below. We are looking for people that have a strong Christian faith, enthusiasm, initiative, and a love for working with boys and girls between the ages of 7 and young high school ages. We have a great responsibility in selecting the persons who are to be counselors and companions of our campers during the summer, so please be honest and withhold nothing, favorable or unfavorable. Your opinion will be treated as confidential and will be counted as one of the important factors in our decision.

1) How well do you know the applicant?
 () good knowledge () average knowledge () slight knowledge

2) In what capacity have you known the applicant?

3) How would the applicant rate on the following:

	Above Average	Average	Below Average
Patient – not easily frustrated	_____	_____	_____
Responds to authority – follows directions/respectful	_____	_____	_____
Maturity – consistent/emotionally sound/stable	_____	_____	_____
Makes a positive first impression	_____	_____	_____
Cooperative – works well with others	_____	_____	_____
Dependable – reliable/trustworthy/thorough	_____	_____	_____
Judgment – makes good decisions	_____	_____	_____
Enthusiastic – dedicated/positive	_____	_____	_____
Tactful – skill in communicating	_____	_____	_____
Alert – quickly grasps directions	_____	_____	_____
Courteous – well mannered/polite	_____	_____	_____
Leadership – positive example/voluntary starter	_____	_____	_____
Honest – truthful/upright	_____	_____	_____
Initiative – to see & complete tasks without being told	_____	_____	_____

4) As demonstrated in your past experience with the applicant, do you find that this individual is motivated to complete tasks and possesses a strong work ethic?

5) Please place an "X" next to the items, which in your judgment, describe the applicant.

- Has a pleasing manner
- Is reserved and distant in manner
- Highly cooperative in public contexts
- Likely to be overconfident at times
- Grasps new ideas quickly
- Likely to procrastinate
- Is frequently absent from work
- Gets along well with superiors and co-workers
- Sometimes antagonistic toward others
- Appears to be self-centered
- Makes quick and logical decisions
- Is well liked by peers
- Is not a good team member
- Tends to resist others' suggestions
- Stimulates others to progress
- Would be considered independent
- Reputation may not be completely satisfactory
- Exhibits love and concern for children

6) Do you consider the applicant well grounded in his/her Christian beliefs, as evidenced by his/her life?

7) Would you be pleased to have your son/daughter under the leadership and influence of the applicant in a summer camp program? Please explain.

8) General estimate: (please circle one)

Hire

Hirable

Questionable

9) Your name: _____

Position/Organization: _____

Date: _____ Phone: _____

Email: _____

Thank you for your time and effort.