



Reference Request Form

2012 Summer Camp Volunteers

_____ has applied for the role(s) of _____ at Camp Ten Trees residential summer camp programs. Please provide us your opinion of this person's qualifications and abilities. Attach additional pages if necessary. Your insight is an important part to the volunteer selection process. We greatly appreciate your honest, complete, and prompt response. Thank you for your assistance in selecting the best people to volunteer with the children and youth we serve.

1. **How long and in what capacity have you known the applicant?** _____
If employer, would you re-employ? Yes No **If not, please explain:** _____

2. **As demonstrated at work, at school, or through volunteering, how competent is the applicant in accomplishing what he/she/zi sets out to do?**

- Excellent** -- Very competent, accountable, completes all work, always follows up and/or seeks support when needed
- Good** -- Competent, completes nearly all work, almost always follows up and/or seeks support when needed
- Average** -- Completes most work, occasionally does not follow-through, occasionally fails to seek needed support
- Below Average** -- Leaves projects unfinished, often does not follow-through, often fails to seek needed support
- Poor** -- Shows very little follow-through, generally fails to seek needed support

Briefly comment on your rating, assessing motivation, initiative, dependability, and type of supervision needed:

3. **Camp Ten Trees volunteers work long hours and are responsible for children and/or youth 24 hours a day. How would you rate the applicant's ability to be flexible and adapt to change?**

- Excellent** -- Highly effective, even in stressful situations; consistently mature and emotionally stable
- Good** -- Effective, generally mature and emotionally stable
- Average** -- Somewhat effective, occasionally exhibits lack of maturity and/or stability when under stress
- Below Average** -- Applicant may not adapt well under stress and needs support and supervision often
- Poor** -- Applicant is unstable, inflexible, and needs very close supervision most of the time

Briefly comment on your rating, assessing ability to work alone or as part of a team, good judgment, patience, dependability, and flexibility.

4. **Volunteers work in a community living environment while facilitating inclusiveness and acceptance among each other as well as campers of various backgrounds. Please rate the applicant on relationships with other people.**

- Excellent** -- Works exceptionally well alone or in groups, can lead or follow, demonstrates great respect for others
- Good** -- Generally works well alone or in groups and is predominately very respectful of others
- Average** -- Mostly works well alone or in groups, occasionally demonstrates a lack of respect for others
- Below Average** -- May struggle working alone and/or with others, may require regular coaching on respecting others
- Poor** -- Does not work well alone or in groups, may demonstrate disrespect for others regularly

Briefly comment on your rating, assessing ability to communicate, understanding of others' perspectives, ability to handle conflict, and concern for individuals.

5. **How would you rate the applicant's ability to mentor, guide, and plan with a group of 5-10 youth?**

- Excellent** -- Works extremely well with young people, fosters creativity and plans with them instead of for them
- Good** -- Works well with young people, making an effort to involve them in planning
- Average** -- Sets a good example, enjoys working with young people, may sometimes fail to involve them in planning
- Poor** -- Does not work well with young people, often fails to involve and empower them
- Do Not Know** -- Have not seen the applicant work with young people
- Not Applicable** -- Applicant is not applying for a job working with young people

Briefly comment on your rating, assessing applicant's style of working with young people, ability to motivate young people, and ability to coach and discipline young people.



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- 6. Please comment on the strengths and skills you believe the applicant will bring to the camp community.
- 7. Please describe any reservations you have recommending this applicant and/or potential challenges you believe the applicant might have as a summer camp volunteer.
- 8. Are you aware of any inappropriate relationships the applicant has had with youth?
- 9. How do you think this applicant would support the Camp Ten Trees Commitment to Social Justice (below)?
Camp Ten Trees Commitment to Social Justice: Camp Ten Trees is committed to ending homophobia and gender variant phobia by addressing, through a social justice lens, the interconnected issues of oppression and privilege that foster inequality and thrive on keeping people divided. Social justice includes full and equal participation of all groups in our community, where individuals are safe, self-determining and interdependent. We hold each other accountable with regard to all issues of equality, accomplished through education and advocacy. Social Justice is not an outcome, but an ongoing and evaluative process
- 10. Overall Recommendation
 - I recommend the applicant without reservation as an excellent addition to the summer camp volunteer community.
 - I recommend the applicant as a good addition to the summer camp volunteer community.
 - I have reservations but feel there is a reasonable chance of success for this applicant as a summer camp volunteer.
 - I have strong doubts that the applicant will be a successful summer camp volunteer.
 - I believe that the applicant is not suited to be a summer camp volunteer..
 - I feel the applicant is suited for a different summer camp volunteer role and would recommend the applicant for:
- 11. Anything else you would like us to know about this applicant?

This reference may be shared with the applicant upon the applicant's request. Yes No

Signature (electronic okay): _____ Date: _____

Relationship to Applicant: _____

Type/Print Name: _____

Position: _____

FULL Mailing Address: _____

Best Phone: _____

Other Phone: _____

Email Address: _____ May we contact you for further information? Yes No

What is the best way to reach you: _____

Please submit this completed reference form directly to Camp Ten Trees rather than submitting it via the applicant. Thank you!

PLEASE SEND COMPLETED FORM TO:

cori@camptentrees.org OR

**Camp Ten Trees
Summer Camp Volunteer Applications
1122 E Pike ST, #1488
Seattle, WA 98122**