



Day Camp At Plum Creek

Former or Current Employer Reference Letter

Please return to: The Day Camp At Plum Creek
550 Center New Texas Rd, Pittsburgh PA 15239-1502

Applicant's Name: _____ **Date:** _____

Position Applying For: _____

Name: _____ **Home Phone:** _____

Address: _____ **Work Phone:** _____

Cell Phone: _____

Company / Organization: _____

Title: _____ **Email:** _____

The person who has asked for a reference has applied for a summer position at the Day Camp at Plum Creek. There are five important elements we are interested in when hiring Staff. They are:

- Young adult men and women who have shown a willingness to know, love, and serve Jesus Christ.
- Persons capable of demonstrating Christian principles every day with campers ages 7 – 12.
- Persons who are able to be team players in a structured summer day camp setting.
- Persons who are mature, teachable, goal oriented, and servant minded.
- Persons willing to carry out the mission of the Day Camp at Plum Creek.

The Mission of the Day Camp at Plum Creek is to operate a youth day camp, educating its participants through physical activities for present and future well being and in the principles of Christian love, salvation, goodness, righteousness, morality, temperance, charity, and environmental appreciation, as taught in accordance with the Holy Scriptures for the benefit of humankind. The day camp shall be available to all children without regard to race, sex, condition, or national origin.

Reference Form

How long have you known the applicant?

In what role?

When did you last have regular contact with this person?

What strengths and weaknesses have you observed in the applicant that leads you to believe that they are a good or poor match with the five character requirements listed above?

[Continued on next page.]



Former or Current Employer Reference Letter [Continued]

Please rate the applicant using the following rating system and comment as you are able.

1 outstanding, 2 very good, 3 above average, 4 adequate, 5 needs improvement, 6 poor, 7 unable to comment

Work ethic	1	2	3	4	5	6	7	Comments:
Do they complete tasks	1	2	3	4	5	6	7	Comments:
Is a team player	1	2	3	4	5	6	7	Comments:
Is on time & reliable	1	2	3	4	5	6	7	Comments:
Energy level & attitude	1	2	3	4	5	6	7	Comments:
Communication ability	1	2	3	4	5	6	7	Comments:
Safety-conscious	1	2	3	4	5	6	7	Comments:
Learns new skills quickly	1	2	3	4	5	6	7	Comments:
Handles stress	1	2	3	4	5	6	7	Comments:

Did the applicant set a good example for their co-workers? ____ Please comment:

Staff is responsible for the daily care of a group of campers. This requires maturity, gentleness, firmness, clear communication, consistency, perseverance, and love.

How would you recommend this applicant for employment with the Day Camp at Plum Creek?

___ With great enthusiasm, ___ Without reservation, ___ With reservation, ___ Not at all

Additional comments:

Signature: _____ Date: _____