



# Day Camp At Plum Creek

## Former or Current Instructor or Coach 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 Instructor or Coach 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:*

Follows through            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:*

Leadership ability         1    2    3    4    5    6    7    *Comments:*

Teachable                   1    2    3    4    5    6    7    *Comments:*

Handles pressure           1    2    3    4    5    6    7    *Comments:*

Did the applicant set a good example for their peers? \_\_\_\_ 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:** \_\_\_\_\_