



Camp Juliette Low
P. O. Box 5113
Marietta, GA 30061

STAFF REFERENCE FORM

Applicant name: _____

The above-named person is applying for summer employment at Camp Juliette Low. We are an independent, non-profit camp for girls, ages 7-17. The job requires someone with good judgement, patience, initiative, energy, and a strong sense of responsibility. Staff are asked to exemplify the values and ethics of Camp Juliette Low as a lifestyle: caring, honesty, respect, responsibility, and love of the outdoors.

Three written references are required before an applicant can be considered. Your reference is an important part of the selection process and will be handled with discretion. Your prompt, frank, and helpful response is much appreciated and necessary for us to further process the application.

We appreciate your time in completing this form. PLEASE TYPE OR PRINT CLEARLY.

Reference Name (Printed): _____

Title/Occupation: _____

Address Home Work: _____

Phone Number _____

Reference Signature: _____ Date: _____

How long have you known the applicant? _____

What is your relationship with the applicant (teacher, coach, neighbor, youth leader, employer)?

How well do you feel you know the applicant? ____ Acquaintance ____ Fairly well ____ Very Well

What are the applicant's most significant strengths?

Everyone has areas in which they can do better. How would you like to see the applicant continue to grow?

If you had children, would you place them in this person's complete care and influence? Please explain.

Camp staff work under demanding conditions – strong traditions, long hours, communal living with limited privacy, long tradition of campers becoming staff, etc. – and must be able to easily adapt. How do you feel this applicant would adapt to the camp environment?

Please mark the box which best describes the applicant's ability in each area.

QUALITY/CHARACTERISTIC	Superior	Very Good	Average	Fair	Poor	Not Known
Personal Initiative						
Responsibility / Reliability						
Resourcefulness / Creativity						
Concern for others						
Judgement						
Receptiveness to suggestions / criticism						
General appearance						
Physical stamina						
Emotional maturity / stability						
Self Confidence						
Reputation (well thought of at home or school)						
Oral Expression (good command and proper use of English language)						
Patience (able to understand and meets needs of children)						
Tact						
Working relationships with others / Cooperativeness						
Honesty						
Cheerfulness / Sense of Humor						
Leadership (strong yet kind, enthusiastic)						

Please address any areas not covered in the above sections that you feel may be helpful in reviewing this candidate's application: outstanding characteristics, achievements, concerns, questionable behavior, etc. Please feel free to attach an additional sheet if necessary.

On behalf of Camp Juliette Low and our potential new employee, we would like to thank you for your time and efforts in completing this reference form. To insure the integrity of the information you have provided, please personally place this and any additional information in an envelope, seal the envelope and sign your signature along the seal and mail to:

Camp Juliette Low
Attn: Staff Reference Forms
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