



Dickson Valley Camp and Retreat Center Personal Reference Form

Mail to: Wade Nyhuis
Dickson Valley Camp
8250 Finnie Road
Newark, IL 60541

Applicant Information

Name: _____ Position applied for: _____

Dickson Valley Information

Dickson Valley is a non-denominational Christ-centered year-round camp and retreat center located in Newark, Illinois (about 60 miles southwest of Chicago). We support the ministries of churches to youth and adults of all ages and from all walks of life. The applicant named above has expressed an interest in working for us. We encourage you to give us your honest evaluation of the applicant as you have seen him/her live and perform on a daily basis. All references are confidential and will not be discussed directly with the applicant.

It is our desire to hire a staff person who is trustworthy, caring and loving toward children, youth and adults. It is imperative that all staff are positive role models for anyone with whom they come in contact. Your input is very important in helping us get to know the applicant better and to see if Dickson Valley is the right place for them. Please print your responses and thank you for taking the time to complete this reference form. Your feedback is greatly appreciated.

Referent Information

Your Name: _____ Date Completed: _____

Type of reference given: Academic Work Pastor/Spiritual Leader Friend Family

How long have you known the applicant? _____

How well do you know this applicant? Please check all that apply.

- | | | | | |
|---|------------------------------------|---|---|--|
| <input type="checkbox"/> Family member | <input type="checkbox"/> Roommate | <input type="checkbox"/> Counselor | <input type="checkbox"/> Hang out together | <input type="checkbox"/> Supervisor/boss |
| <input type="checkbox"/> Close friend | <input type="checkbox"/> Co-worker | <input type="checkbox"/> Teammate | <input type="checkbox"/> Go to school together | <input type="checkbox"/> Coach |
| <input type="checkbox"/> Friend of a friend | <input type="checkbox"/> Teacher | <input type="checkbox"/> Friend of family | <input type="checkbox"/> Attend church together | <input type="checkbox"/> Other _____ |

Perceptions of the Applicant (Please check the most appropriate description for each character quality.)

Responsibility

- | | |
|------------------------------------|---|
| <input type="checkbox"/> Excellent | diligently follows through on all tasks |
| <input type="checkbox"/> Good | follows through on tasks |
| <input type="checkbox"/> Average | usually follows through on tasks |
| <input type="checkbox"/> Poor | follow through on tasks when convenient |

Integrity

- | | |
|------------------------------------|---------------------------|
| <input type="checkbox"/> Excellent | consistently trustworthy |
| <input type="checkbox"/> Good | generally honest and true |
| <input type="checkbox"/> Average | may stretch the truth |
| <input type="checkbox"/> Poor | questionable |

Work Ethic

- | | |
|------------------------------------|-------------------------------|
| <input type="checkbox"/> Excellent | puts forth the extra effort |
| <input type="checkbox"/> Good | will put in a fair day's work |
| <input type="checkbox"/> Average | works enough to get by |
| <input type="checkbox"/> Poor | lazy |

Communication

- | | |
|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Excellent | articulate in all groups |
| <input type="checkbox"/> Good | usually gets thoughts across well |
| <input type="checkbox"/> Average | gets thoughts across, may be hesitant |
| <input type="checkbox"/> Poor | difficulty in articulating thoughts |

Leadership

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Excellent | a leader of leaders |
| <input type="checkbox"/> Good | contributes positively |
| <input type="checkbox"/> Average | usually well balanced |
| <input type="checkbox"/> Poor | <input type="checkbox"/> passive <input type="checkbox"/> negative influence |

Initiative

- | | |
|------------------------------------|-------------------------------|
| <input type="checkbox"/> Excellent | will look for things to do |
| <input type="checkbox"/> Good | will do what needs to be done |
| <input type="checkbox"/> Average | will do the obvious |
| <input type="checkbox"/> Poor | needs to be told what to do |

Emotional Stability

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Excellent | exceptional, stable, consistent |
| <input type="checkbox"/> Good | well balanced in most situations |
| <input type="checkbox"/> Average | usually well balanced |
| <input type="checkbox"/> Poor | <input type="checkbox"/> excitable <input type="checkbox"/> unresponsive |

Motivation

- | | |
|------------------------------------|-----------------------|
| <input type="checkbox"/> Excellent | highly self motivated |
| <input type="checkbox"/> Good | effectively motivated |
| <input type="checkbox"/> Average | usually purposeful |
| <input type="checkbox"/> Poor | purposeless |

Judgement

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Excellent | consistently makes wise decisions |
| <input type="checkbox"/> Good | makes good decisions |
| <input type="checkbox"/> Average | makes fair decisions |
| <input type="checkbox"/> Poor | <input type="checkbox"/> hasty decisions <input type="checkbox"/> indecisive |

Commitment

- | | |
|------------------------------------|-----------------------------|
| <input type="checkbox"/> Excellent | their word is their bond |
| <input type="checkbox"/> Good | completes the commitments |
| <input type="checkbox"/> Average | follows through reluctantly |
| <input type="checkbox"/> Poor | no follow through |

Cooperation

- Excellent deeply sensitive to others
- Good generally concerned for others
- Average cooperates when convenient
- Poor difficult to work with

Team Participation

- Excellent outstanding group member
- Good contributes positively in a group
- Average usually contributes positively
- Poor difficulty working in a group

Appearance

- Excellent outstanding first impression
- Good well groomed, good first impression
- Average fair first impression
- Poor sloppy, negative impression

Social Interaction

- Excellent respected, sought out by others
- Good well liked by others
- Average tolerated by others
- Poor avoided by others

Courtesy

- Excellent puts other's needs before their own
- Good consistently friendly and polite
- Average usually polite
- Poor displays rudeness

Punctuality

- Excellent consistently early to commitments
- Good usually early or on time
- Average mostly on time, late occasionally
- Poor never on time, always late

With which age groups have you seen this applicant interact?

- Infant PreSchool Elementary Junior High High School College Adult

What impresses you about this applicant?

Does the applicant profess to be a Christian? _____ For how long? _____

Does the applicant appear to be growing in his/her Christian walk and what evidence one way or the other do you see of this?

Please explain any tendencies or traits which might reduce the effectiveness of the applicant in the position(s) listed above.

Would you place your child or teenager under the direct care and influence of the applicant? Yes No
If no, please explain why.

To your knowledge, has the applicant ever abused a child or been formally charged with child abuse? Yes No
If yes, please explain.

Are you aware of any reason that this applicant should NOT be considered for employment? Yes No
If yes, please explain.

Please check the box which most accurately describes your overall impression of this applicant:

- Highly recommend Recommend Recommend with reservation Would not recommend for this position

I prefer to discuss this applicant further. Please call me at: _____

Signature: _____ Date: _____