



Reference Form

Please return promptly. Application will not be processed until we have received this reference form.

(Name) _____ is an applicant for the position(s) of _____ at Camp Metigoshe a/k/a/ Metigoshe Ministries.

We appreciate your frank appraisal of this candidate as a potential staff member who must work and live with young people daily. Please comment freely and include any pertinent information that might help us in our evaluation. We appreciate a prompt reply. Thank you.

1. How long have you known the applicant? _____ In what capacity? _____
 Is the applicant related to you? _____ Have you employed this applicant? _____ How long? _____
 In what capacity? _____
 Would you hire this person to be responsible for children and young adults? _____

2. Please rate the applicant on the factors below by placing an X in the appropriate column.

Factors	Always	Usually	Sometimes	Rarely	Never
Displays positive attitude					
Demonstrates desire to learn					
Paces her/himself well in completing tasks					
Completes tasks without frequent reminders					
Shows ability to accept supervision					
Exhibits honesty and dependability					
Understands young people					
Works well with others					
Relates well with peers					
Shows concern and respect for others					
Demonstrates sound decision making					
Adapts well to new situations					
Responds well to criticism					
Shows leadership in areas of competence					

3. If applicant is/was an employee:

- A. Did this person learn the job easily and readily? Yes No
- B. Did she/he work independently (without requiring regular supervision)? Yes No
- C. Would he/she adapt readily to a sudden change in schedule? Yes No
- D. Did she/he function appropriately in pressure situations? Yes No
- E. Would you rehire this person? Yes No Why?

4. Please provide additional information that would assist us in making a hiring decision:

5. How would you classify this candidate as a potential staff member?

- Excellent, should receive top priority.
- Very good, should be among those considered.
- Good, but does not stand out over others at same level.
- Perhaps should mature another year before consideration.
- I do not recommend this person for your program.

6. Please comment on how Metigoshe Ministries can respond to the candidate's areas of improvement so that we can encourage his/her growth.

Name _____ Position _____

Address _____ City, State, Zip _____

Home Telephone (_____) _____ Work Telephone (_____) _____

Signature _____ Date _____

Please return promptly to: Metigoshe Ministries
 10605 Lake Loop Road East
 Bottineau ND 58318-8055

OR Fax to (701) 263-4250