

REFERENCE QUESTIONNAIRE  
 HAPPY HOLLOW CHILDREN'S CAMP  
 (TWO ARE REQUIRED)

Applicant's Name \_\_\_\_\_

Because of the importance of responsibilities in a program involving children, our honest appraisal of the applicant is of the utmost importance. The information you provide is appreciated, and will remain confidential. **(REFERENCES CANNOT BE FILLED OUT BY RELATIVES, FRIENDS, OR SCHOOL ROOMMATES.)**

**PERFORMANCE EVALUATION**

Please check the items for which you have sufficient knowledge about the applicant:

	Excellent	Very Good	Good	Fair	N/A
1. Integrity	[ ]	[ ]	[ ]	[ ]	[ ]
2. Work Habits/ organization	[ ]	[ ]	[ ]	[ ]	[ ]
3. Adaptability/ flexibility	[ ]	[ ]	[ ]	[ ]	[ ]
4. Attitude	[ ]	[ ]	[ ]	[ ]	[ ]
5. Relationship with co-workers	[ ]	[ ]	[ ]	[ ]	[ ]
6. Leadership abilities	[ ]	[ ]	[ ]	[ ]	[ ]
7. Ability to work in a group	[ ]	[ ]	[ ]	[ ]	[ ]
8. Responsibility	[ ]	[ ]	[ ]	[ ]	[ ]
9. Cultural	[ ]	[ ]	[ ]	[ ]	[ ]
10. Ability to relate to children	[ ]	[ ]	[ ]	[ ]	[ ]
11. Children's response to applicant	[ ]	[ ]	[ ]	[ ]	[ ]
12 Maturity	[ ]	[ ]	[ ]	[ ]	[ ]
13. Perseverance	[ ]	[ ]	[ ]	[ ]	[ ]

**OBJECTIVE RATING**

Under each heading check the phrase, which most accurately describes the applicant:

1. Ability to direct and influence others:

- \_\_\_ Exceptional leadership qualities
- \_\_\_ Usually successful in leading others
- \_\_\_ Unreliable leadership qualities

2. Ability to work and cooperate with others:

- \_\_\_ Gets along exceptionally in groups, a team player
- \_\_\_ Will cooperate in most circumstances
- \_\_\_ Gives limited cooperation-better suited to solitary work

3. Ability to relate and give guidance to children:

\_\_\_ Children naturally get along with the applicant

\_\_\_ Children adequately participate

\_\_\_ Children often ignore instructor

4. Ability to follow through with job assignments

\_\_\_ Completes tasks promptly, often does more than expected

\_\_\_ Completes assigned tasks at own pace

\_\_\_ Needs constant supervision to complete work

5. Ability to control emotions:

\_\_\_ Well balanced, good control

\_\_\_ Average ability to control emotions

\_\_\_ Frequently irritated, impatient, or depressed

6. How would you rate the applicant as a role model for children:

\_\_\_ Excellent

\_\_\_ Fair

\_\_\_ Very Good

\_\_\_ Poor

7. Does the applicant show signs of any behavior, which would cause concern when working directly with children?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. How long have you known the applicant? \_\_\_\_\_

9. Relationship to applicant \_\_\_\_\_

I do \_\_\_ I do not \_\_\_ recommend this applicant

**Additional comments**

Name of reference \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Company \_\_\_\_\_ Position/ Title \_\_\_\_\_

PLEASE RETURN THIS FORM IN A SEALED ENVELOP TO:

**HAPPY HOLLOW CHILDREN'S CAMP  
3049 HAPPY HOLLOW RD.  
Nashville, IN 47448**

THANK YOU FOR YOUR EVALUATION

REFERENCE QUESTIONNAIRE  
HAPPY HOLLOW CHILDREN'S CAMP  
(TWO ARE REQUIRED)

Applicant's Name \_\_\_\_\_

Because of the importance of responsibilities in a program involving children, our honest appraisal of the applicant is of the utmost importance. The information you provide is appreciated, and will remain confidential. **(REFERENCES CANNOT BE FILLED OUT BY RELATIVES, FRIENDS, OR SCHOOL ROOMMATES.)**

**PERFORMANCE EVALUATION**

Please check the items for which you have sufficient knowledge about the applicant:

	Excellent	Very Good	Good	Fair	N/A
1. Integrity	[ ]	[ ]	[ ]	[ ]	[ ]
2. Work Habits/ organization	[ ]	[ ]	[ ]	[ ]	[ ]
3. Adaptability/ flexibility	[ ]	[ ]	[ ]	[ ]	[ ]
4. Attitude	[ ]	[ ]	[ ]	[ ]	[ ]
5. Relationship with co-workers	[ ]	[ ]	[ ]	[ ]	[ ]
6. Leadership abilities	[ ]	[ ]	[ ]	[ ]	[ ]
7. Ability to work in a group	[ ]	[ ]	[ ]	[ ]	[ ]
8. Responsibility	[ ]	[ ]	[ ]	[ ]	[ ]
9. Cultural	[ ]	[ ]	[ ]	[ ]	[ ]
10. Ability to relate to children	[ ]	[ ]	[ ]	[ ]	[ ]
11. Children's response to applicant	[ ]	[ ]	[ ]	[ ]	[ ]
12 Maturity	[ ]	[ ]	[ ]	[ ]	[ ]
13. Perseverance	[ ]	[ ]	[ ]	[ ]	[ ]

**OBJECTIVE RATING**

Under each heading check the phrase, which most accurately describes the applicant:

1. Ability to direct and influence others:

- \_\_\_\_ Exceptional leadership qualities
- \_\_\_\_ Usually successful in leading others
- \_\_\_\_ Unreliable leadership qualities

2. Ability to work and cooperate with others:

- \_\_\_\_ Gets along exceptionally in groups, a team player
- \_\_\_\_ Will cooperate in most circumstances
- \_\_\_\_ Gives limited cooperation-better suited to solitary work

3. Ability to relate and give guidance to children:

- Children naturally get along with the applicant
- Children adequately participate
- Children often ignore instructor

4. Ability to follow through with job assignments

- Completes tasks promptly, often does more than expected
- Completes assigned tasks at own pace
- Needs constant supervision to complete work

5. Ability to control emotions:

- Well balanced, good control
- Average ability to control emotions
- Frequently irritated, impatient, or depressed

6. How would you rate the applicant as a role model for children:

- Excellent                       Fair
- Very Good                       Poor

7. Does the applicant show signs of any behavior, which would cause concern when working directly with children?

---



---



---



---

8. How long have you known the applicant? \_\_\_\_\_

9. Relationship to applicant \_\_\_\_\_

I do  I do not  recommend this applicant

**Additional comments**

Name of reference \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Company \_\_\_\_\_ Position/ Title \_\_\_\_\_

PLEASE RETURN THIS FORM IN A SEALED ENVELOP TO:

**HAPPY HOLLOW CHILDREN'S CAMP**  
**3049 HAPPY HOLLOW RD.**  
**Nashville, IN 47448**

THANK YOU FOR YOUR EVALUATION