

Camp Speers YMCA

REFERENCE QUESTIONNAIRE

Applicant _____ Position Applied for _____

This person has provided your name as a reference who could evaluate his/her past performance as well as potential for succeeding in this position. Please give careful consideration to the questions below. Your prompt attention to this questionnaire is much appreciated since we are unable to consider this applicant until we have received the required references. Should you prefer to contact us directly, please feel free to do so by calling us at 570-828-2329. Camp Speers YMCA is seeking the most committed, and capable of applicants. Please provide an accurate description of the applicant's character and skills. Keep in mind that only the truly exceptional individual will rank highly in all categories.

1. How well is the applicant able to **direct and influence others** along definitive lines of action?

Top 1% Top 10% Top 25% Top 50% Lower 50%

Example or Comments _____

2. How well does applicant work as a **member of a group**?

Top 1% Top 10% Top 25% Top 50% Lower 50%

Example or Comments _____

3. How does the applicant react to **suggestions or criticisms** by others?

Top 1% Top 10% Top 25% Top 50% Lower 50%

Example or Comments _____

4. How well is applicant able to competently **complete projects on their own**?

Top 1% Top 10% Top 25% Top 50% Lower 50%

Example or Comments _____

5. How well does individual put his/her **principles and convictions into action**?

Top 1% Top 10% Top 25% Top 50% Lower 50%

Example or Comments _____

6. How well does applicant **control his/her emotions**?

Top 1% Top 10% Top 25% Top 50% Lower 50%

Example or Comments _____

7. Please describe the applicant's responsibilities/role: _____

9. If I were to become his/her supervisor, what suggestions do you have to help me help him/her to be successful in this role? _____

10. Why would you be willing to have your children and/or children you care about under this individual's care and/or leadership for an extended period away from you? _____

11. Have you observed the applicant working with children, and if so, please give an example of how the applicant relates to children. _____

12. What are your reservations about this person's character or ability to work successfully with children and fellow staff? _____
13. Are you aware of any reason why we should not allow this applicant to work with or have contact with children? _____
14. In what areas would you like to see this person continue to grow? _____
15. Describe how the applicant manages his/her own stress and/or the stress of others _____
16. Was driving part of this person's job? If yes, please respond to the following:
- a. Please describe any complaints or comments you received or are aware of regarding his/her driving _____
 - b. Please describe any accidents that he/she was involved with while driving for you _____
17. What was his/her reason for leaving his/her recent employment? _____
18. Would you recommend this applicant for YMCA employment? Why or why not? _____
19. May we call you for further information in necessary? __YES __NO

Print Name _____ Position _____

Signature _____ Date _____

Address _____

State _____ Zip _____ Phone _____

Please return completed reference form to:
 Mail: Camp Speers YMCA - 143 Nichecronk Rd, Dingmans Ferry, PA 18328
 or Fax: (570) 828-2984 or Email: campspeers@philaymca.org

**Camp Speers YMCA greatly appreciates your time and consideration.
 Thank You.**