



## Reference Form

The person named below has applied for a staff position at Pine Ridge Bible Camp. In order to best fulfill our mission (to share and model the message of Jesus in a safe, innovative and relational setting), we desire to hire staff that is trustworthy and capable of handling the high responsibilities given in a children's ministry.

As a reference we appreciate straight forward answers to the following questions and your frank opinion of the applicant. We are relying on you to state, to the best of your knowledge, whether you believe the applicant is qualified to serve the Lord with us and in this capacity. It is in the interests of both the applicant and Pine Ridge that an honest appraisal be given.

Personal references must not be relatives or room-mates and should have known the applicant for 2 years or more.

Name of applicant: \_\_\_\_\_

### How well do you know the applicant?

- By Name Only \*
- Fairly Well
- Casually
- Close Relationship

### How long have you known the applicant?

- 0-2 Years \*
- 5-10 Years
- 2-5 Years
- 10+ Years

### In what type of relationship have you known the applicant?

- Friend
- Youth Pastor
- Friend of the Family
- Co-Worker
- Family Member \*
- Other \_\_\_\_\_
- Pastor
- Mentor
- Employer
- Neighbor
- Room-Mate \*

\*Submissions Not Allowed. If you marked any of the above that have an "\*" next to them, thank you for taking the time to begin the reference process. However, Pine Ridge requires that all references have known the applicant for at least 2 years. Additionally, personal references cannot be relatives or room-mates of the applicant. Please contact this applicant and let them know you are unable to be a reference to them.

**Character Qualities** (Please an "X" in only one box per row.)

	Excellent	Good	Average	Poor	Not Observed
Christian Witness					
Attitude					
Responsibility					
Teachability					
Leadership					
Team Work					
Flexibility					
<i>Initiative</i>					
<i>Integrity</i>					
<i>Work Ethic</i>					
<i>Judgment</i>					
<i>Cooperation</i>					
<i>Emotional Stability</i>					

**Additional Comments** on above areas (Complete if you want to explain or expound any of your answers)

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**Personality**

Please select any quality that pertains to the applicant. Leave blank any quality that does not apply. Check all that apply.

- Outgoing
- Rude
- Perceptive
- Loud
- Wise
- Other: \_\_\_\_\_
- Shy
- Easy Going
- Mature
- Arrogant
- Humble
- Humorous
- Driver
- Immature
- Analytical
- Cocky
- Polite
- Industrious
- Friendly
- Caring
- Know It All

What are the applicant's major strengths? \_\_\_\_\_

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What are the applicant's main areas of weakness or struggle? \_\_\_\_\_

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Describe the applicant's conduct around the opposite sex? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe the applicant's attitude and conduct toward authority? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What age groups have you observed the applicant interacting with and how well do they interact with that age? \_\_\_\_\_  
\_\_\_\_\_

Who would benefit more from the applicant being at Pine Ridge and why? (Choose either campers or applicant)  
\_\_\_\_\_  
\_\_\_\_\_

When you consider the applicant for the position that they hope to attain at Pine Ridge, do you.... (Mark only one)

- Highly Recommend
- Recommend with reservations
- Recommend
- Not Recommend

Please take the opportunity to explain your recommendation and make any other final comments or observations that will help us make an informed hiring decision. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please give us two other names and contact information for others that know the applicant well.  
\_\_\_\_\_  
\_\_\_\_\_

**Your Name** \_\_\_\_\_

**Your Phone Number** \_\_\_\_\_

**Your Title, Position, Etc. with Organization** \_\_\_\_\_