

Girl Scouts of NE Kansas & NW Missouri Request for Reference

_____ is applying for the position of _____ at one of our camps this summer.
 (Applicant's name) (Position you are applying for)

Staff members are the essential ingredients in providing a good experience for campers. It is vital that as much information as possible is available to us in considering applicants. It is important that counselors and other camp staff enjoy and understand children, work well with adults, and have a real love of outdoor living. We would appreciate it if you would consider each question carefully and answer it as fully as you can.

Since all references must be received before an applicant can be considered, your immediate attention would be appreciated. Please return the completed form to the address listed here. **Reference form should be returned directly to Girl Scouts of NE Kansas & NW Missouri., 8383 Blue Parkway, Kansas City, MO, 64133.**

Thank you for your assistance,
Kara Kellerman, Director, Camp Daisy & Camp Prairie Schooner Summer Programs (816) 358-8755, ext. 3039
Nicole Rottinghaus, Director, Camp Oakledge (816) 358-8755, ext. 3301
Jane Twyman, Director, Winding River Camp and Ranch Summer Programs (816) 450-3603

1. In what capacity do you know the applicant? _____
 How long have you known the applicant in this capacity? _____
2. Would you employ this applicant for a position of leadership and responsibility? Yes _____ No _____
 If no, please state the reasons.
3. The assessment of the following work-related behaviors and skills is very helpful as we consider the applicant. If you do not have first-hand knowledge of the applicant's abilities, please do not complete this section.

| JOB-RELATED BEHAVIORS | Exceeds Expectations | Meets Expectations | Does Not Meet Expectations |
|--|-------------------------|-----------------------|----------------------------------|
| Exhibits a sense of personal responsibility in the performance of job duties. | | | |
| Exhibits initiative in performance of job duties. | | | |
| Exhibits dependability and promptness. | | | |
| Demonstrates sound judgment and common sense. | | | |
| Demonstrates leadership ability. | | | |
| Exhibits behavior that indicates a willingness to try new things. | | | |
| Demonstrates an awareness of children's needs and interests. | | | |
| Demonstrates an ability to work with groups of children. | | | |
| Demonstrates an ability to effectively work with adults. | | | |
| Demonstrates an ability to work positively under supervision. | | | |
| Exhibits behavior that indicates an acceptance of constructive criticism. | | | |
| Demonstrates a positive attitude toward persons of other races, religions, nationalities, etc. | | | |
| Exhibits behaviors that serve as a positive role model for girls. | | | |

4. The applicant will be working with girls' ages 6 to 17 on a 24 hour-a-day basis. Based upon your personal knowledge, describe briefly why you believe the applicant could or could not handle this situation.

5. The camping situation calls for continued close association with other adults--including co-workers and supervisors. It is important that the applicant be able to work well with peers and other adults and respond to supervision. Describe how the applicant interacts with peers and supervisors.

6. The applicant will be required to assume responsibility and carry out assignments with a minimum of supervision. Based on your knowledge of the applicant, how has she/he demonstrated the ability to perform under these circumstances?

7. What problems might the applicant have meeting expectations in this position?

8. Based upon your personal knowledge, would you entrust the care of your children to the applicant?

Name (please print) _____ Position _____

Address _____ Evening Phone () _____

City/State/Zip _____ Daytime Phone () _____

Signature _____ Date _____