

## Character Reference Form for LLBC Staff

Thank you for taking the time to complete a reference form for one of our potential staff members. When filling out the form, you will notice that some of the questions relate to a counseling position, whether or not the candidate is applying for that position. When hiring, we screen at the highest level for counselors, and assume that if someone is fit to counsel, then they are probably suitable for other positions as well. If you do not feel that a candidate is suited for counseling, but would serve well in another capacity, please comment to that effect. If you have any questions, please contact Brad Nelson at (715) 324-5457 or e-mail him at [camp@llbc.org](mailto:camp@llbc.org).

Your honest answers to each of the following questions will be helpful and appreciated. All information will be held in professional confidence.

Your Name: \_\_\_\_\_ Occupation: \_\_\_\_\_  
Your Address: \_\_\_\_\_ Your phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_ Your E-mail address: \_\_\_\_\_  
Relationship to Applicant: \_\_\_\_\_  
Applicant's Name: \_\_\_\_\_ Position Applied for: \_\_\_\_\_  
How long have you known the applicant? \_\_\_\_\_ In what capacity? \_\_\_\_\_  
How well do you know the applicant?  Very Well  Rather Well  Casually

**For this section, please answer any questions that you are comfortable or knowledgeable answering.** *Lake Lundgren Bible Camp is a Christian ministry focused on proclaiming the good news that Jesus Christ, the Son of God, was sent into the world to pay the penalty for our Sin, and that through His death on the cross, our relationship with God our creator is restored and eternal life can be ours. It is our desire that all of our staff share this faith in Christ and have a desire to share that faith with others. Please answer the questions in this section to the best of your ability.*

To your knowledge does the applicant profess to be a Christian?  
 Yes  No  Beyond my knowledge of applicant

If you are able to, please describe the applicant's relationship with Jesus Christ:

Does the applicant appear to be growing in his/her Christian faith/walk?  
 Yes  No  Beyond my knowledge of applicant

What evidence can you site that would demonstrate this growth (or lack thereof)?

**Please check the box that best describes the applicant in the following areas:**

Leadership ability:	<input type="checkbox"/> Exceptional Ability	Social interaction:	<input type="checkbox"/> Sought by others
	<input type="checkbox"/> Good Ability		<input type="checkbox"/> Well liked
	<input type="checkbox"/> Makes some effort to lead		<input type="checkbox"/> Tolerated by others
	<input type="checkbox"/> Prefers to follow		<input type="checkbox"/> Avoided by others
Emotional temperament:	<input type="checkbox"/> Well balanced	Personality:	<input type="checkbox"/> Extrovert
	<input type="checkbox"/> Balanced and controlled		<input type="checkbox"/> Outgoing
	<input type="checkbox"/> Relatively stable		<input type="checkbox"/> Friendly
	<input type="checkbox"/> Sometimes well-balanced		<input type="checkbox"/> Quiet
	<input type="checkbox"/> Tends to be moody		<input type="checkbox"/> Reserved
	<input type="checkbox"/> Over-responds emotionally		<input type="checkbox"/> Shy and withdrawn

**Please rate the applicant in the following areas:**

	Superior	Above Average	Average	Deficient	Unknown
Honesty & personal integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude toward opposite sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude toward authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude toward hard work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to make friends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal appearance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initial impression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Courtesy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judgment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willingness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to adapt (flexibility)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concern for others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you had a child of camp age, how would you feel about having him/her spend a week...

	Positive	Comfortable	So-So	Concerned
...with the applicant as his/her cabin counselor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
...with the applicant as his/her example?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
...with the applicant as his/her spiritual teacher?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Would you place your child under the direct charge and influence of the applicant?

Yes       No (Please explain any reservations below.)

Do you have any reservations about the applicant's moral integrity?

Yes       No (If yes, please explain below.)

To your knowledge, has the applicant been charged with child abuse or any form of sexual or criminal misconduct? (If yes, please explain below.)

Yes       No

Knowing the applicant as you do, to what extent would you encourage us to accept him/her as a staff member?

Enthusiastically       Willingly       Questionably       Not at all

Would you recommend the applicant for what he/she can contribute to our program, or for what we can do for the applicant?

Are there any other considerations that we should bear in mind when considering this applicant for a staff position at camp?

Signed \_\_\_\_\_ Date \_\_\_\_\_

Below please list any additional comments, or others that know the applicant well.