



LUTHERAN OUTDOOR MINISTRIES OF FLORIDA

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CONFIDENTIAL REFERENCE FORM:

Date: _____

Applicant: _____

Position requested: _____

The person named above has applied for employment at Lutheran Outdoor Ministries of Florida this summer. LOMF is an outdoor ministry throughout the state of Florida supported and operated by the Florida-Bahamas Synod of the Evangelical Lutheran Church in America. We are seeking staff members who can guide youth, kindergarten through twelfth grade, in an experience in Christian living and learning. This requires persons who have maturity, a growing faith, healthy relationships with other persons, and above average energy and willingness to work. Your evaluation of the applicant on the back of this page will assist us to employ the best persons suitable for the work.

Your responses should be based on your answer to these questions: "Would I want this person working with or for me in a position of responsibility?" and, "Would I want this person as a counselor for my child?" Your appraisal will be kept confidential.

Please feel free to contact Claire Hammer, Program Director with further comments and/or questions. Thank you for your cooperation and assistance. Please return this reference as soon as possible so that we may finalize this application.

• To be filled in by referring party •

YOUR NAME (Please print): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

DAY-TIME PHONE NUMBER: () _____

EVENING PHONE NUMBER: () _____ E-MAIL: _____

HOW LONG HAVE YOU KNOWN THE APPLICANT? _____

IN WHAT RELATIONSHIP HAVE YOU KNOWN THE APPLICANT?

YOUR SIGNATURE: _____

Please evaluate the applicant in the following areas. Underline, highlight or circle traits in a category to which you wish to give special reference.

Please check the appropriate box for each category.						
	Superior	Above Average	Average	Below Average	Poor	N/A
1. Christian response and witness, manifestations of faith, level of activity in church life.						
2. General level of maturity, emotional stability, self-discipline, control under pressure.						
3. Honesty, trustworthiness, sincerity, uprightness, straightforwardness.						
4. Self-confidence, ambition, healthy attitude toward self abilities, inner motivation and drive.						
5. Social acceptability, response from others, congeniality, ability to mix with others, tact.						
6. Leadership ability, influence on others, creativity, relation to persons in the group.						
7. Energy level, willingness to work hard, industry, work habits, acceptance of duties, initiative.						
8. Relation to authority, ability to accept supervision and guidance, teamwork, loyalty.						
9. Dependability, responsibility, reliability, faithfulness to duties, punctuality, conscientiousness.						
10. Understanding of and relationship with children and youth, sensitivity to persons in younger age group.						
11. Personal appearance, neatness in person and work.						

Do you know of any reason why we should not hire this person?

Additional comments (Note any personal habits or traits which might interfere with the applicant's performance and effectiveness in the position):

Thank you very much for taking the time to complete this form.