

# Heartland SEP 2011

## Volunteer Staff Recommendation Form



OFFICE USE ONLY

Date Rec'd \_\_\_\_\_

Mail completed form to: **Linda Holmes, PO Box 46, Woodhull, IL 61490**  
 Phone: 309-334-2500 Email: moms727@winco.net

**Applicant:** Please print two (2) copies of this form. Give one to your **Pastor** and another to a **responsible adult reference** (not related to you), who are knowledgeable of your ability to work with youth, in ministry, and in the specific area(s) for which you are applying.

**Pastor/Reference:** Please complete this recommendation form and mail directly to Linda Holmes **no later than May 27, 2011**.  
 (Do not return to applicant.)

### Applicant Information (Applicant, please complete only this section) PLEASE PRINT

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
 Email Address \_\_\_\_\_ Contact Phone (\_\_\_\_) \_\_\_\_\_

### Reference Information PLEASE PRINT

Serious consideration will be given to your evaluation of the applicant's character, experience and aptitude for camp counseling and/or a staff position at Heartland SEP. Your responses will be held in strict confidence. If you have any questions, please feel free to email or call moms727@winco.net or 309-334-2500. Your prompt attention to completing and returning this form is greatly appreciated.

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
 Home Phone (\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_  
 Email Address \_\_\_\_\_

Your relationship to the applicant (e.g. pastor, friend, manager) \_\_\_\_\_ How long have you known the applicant? \_\_\_\_\_  
 Number of years/months the applicant has been a follower of Jesus: \_\_\_\_\_ Is the applicant active in his/her church?  Yes  No

### Rank the following attributes on a scale of 1 to 5 (circle): 1 – poor 2 – minimal 3 – average 4 – very good 5 - outstanding

Spiritual Life	1 2 3 4 5	Servant Life	1 2 3 4 5	Response to Authority	1 2 3 4 5
Adaptability	1 2 3 4 5	Humility	1 2 3 4 5	Maturity	1 2 3 4 5
Initiative	1 2 3 4 5	Dependability	1 2 3 4 5	Leadership Ability	1 2 3 4 5
Flexibility	1 2 3 4 5	Teamwork/Cooperation	1 2 3 4 5	Decision Making Ability	1 2 3 4 5
Emotional Stability	1 2 3 4 5	Rapport with Youth	1 2 3 4 5	Interpersonal Skills	1 2 3 4 5

### Answer the following to the best of your knowledge:

Have you ever had any reason to question the applicant's morals?  Yes  No  
 If yes, please explain \_\_\_\_\_

Do you feel the applicant is qualified for a position working with youth?  Yes  No  
 If no, please explain \_\_\_\_\_

What is the greatest strength of the applicant? \_\_\_\_\_

What is one area you would encourage the applicant to grown in? \_\_\_\_\_

Is there any additional information that would be helpful to Heartland SEP in considering the applicant for a staff position? (use back of form if needed)

### On the basis of the above information, the applicant is:

strongly recommended  recommended  recommended with reservation  not recommended

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