

Mount Hermon Association, Inc.

♦ Conference Center ♦ Kidder Creek ♦ Ponderosa Lodge ♦ Redwood Camp ♦ Whisper Canyon

PO Box 413 ♦ Mount Hermon, CA 95041 ♦ Phone: (831) 430-1229 ♦ Fax: (831) 335-7826 ♦ hroffice@mounthermon.org

## Personal Reference

Completed by someone who knows of your character & abilities, no family  
*Responses given are kept confidential*

Name of applicant: \_\_\_\_\_ Position applying for: \_\_\_\_\_

This person is applying for a position at Mount Hermon, an interdenominational Christian camp and conference center for children, youth, adults, and families. To learn more about Mount Hermon, access our web page at [www.mounthermon.org](http://www.mounthermon.org)

### Authorization

I authorize \_\_\_\_\_ to provide Mount Hermon with the information requested. I release him/her from all liability in the giving of this information.

Applicant's signature: \_\_\_\_\_ email address: \_\_\_\_\_ Date: \_\_\_\_\_

### Behavioral report

Under each heading, check the phrase which most accurately describes the applicant's habitual behavior.

**1. How well is the applicant able to direct & influence others along definite lines of action?**

- |                                                                                              |                                                             |
|----------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Poor leader; incapable of leading others                            | <input type="checkbox"/> Usually follows the lead of others |
| <input type="checkbox"/> Normally successful in leading others                               | <input type="checkbox"/> Very successful in leading others  |
| <input type="checkbox"/> Exceptional leader; inspires others along desirable lines of action |                                                             |

**2. How well does the applicant work with others?**

- |                                                                                                 |                                                          |
|-------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Cooperates grudgingly; makes trouble                                   | <input type="checkbox"/> Gives limited cooperation       |
| <input type="checkbox"/> Generally cooperates with others                                       | <input type="checkbox"/> Cooperated willingly & actively |
| <input type="checkbox"/> Exceptionally successful in working with others & inspiring confidence |                                                          |

**3. How does this person react to suggestions or criticisms by others?**

- |                                                                            |                                                        |
|----------------------------------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Takes criticism as personal insult                | <input type="checkbox"/> Resents suggestions           |
| <input type="checkbox"/> Listens to suggestions but generally ignores them | <input type="checkbox"/> Follows suggestions willingly |
| <input type="checkbox"/> Asks for criticisms and suggestions               |                                                        |

**4. How responsible is the applicant? Able to competently get things done on their own?**

- |                                                                                          |                                                                           |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="checkbox"/> Irresponsible even with supervision                             | <input type="checkbox"/> With constant supervision will do OK job         |
| <input type="checkbox"/> Needs detailed instructions with regular check-ups              | <input type="checkbox"/> Carries out routine duties on own responsibility |
| <input type="checkbox"/> Exceptionally able to accomplish work without close supervision |                                                                           |

**5. How well does applicant put his/her convictions into action?**

- |                                                                                |                                                                  |
|--------------------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Fails to carry them out under stressful conditions    | <input type="checkbox"/> Generally acts according to convictions |
| <input type="checkbox"/> Carries out convictions even in the face of obstacles |                                                                  |

**6. How well does applicant apply energy & persistence in following a job through?**

- |                                                                              |                                                                  |
|------------------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Needs prodding to complete work                     | <input type="checkbox"/> Rather indifferent; does not finish job |
| <input type="checkbox"/> Completes assigned tasks                            | <input type="checkbox"/> Industrious, energetic, dependable      |
| <input type="checkbox"/> Takes initiative; generally does more than expected |                                                                  |

**7. How well does applicant handle emotion?**

- |                                                                 |                                                       |
|-----------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> Easily depressed, irritated, or elated | <input type="checkbox"/> Tends to be overly emotional |
| <input type="checkbox"/> Unresponsive, apathetic                | <input type="checkbox"/> Usually well-balanced        |
| <input type="checkbox"/> Well-balanced                          |                                                       |

## Narrative Report

Please state briefly your observations as to the applicant's behavior as it applies to these items. If you have no knowledge, please say so.

1. Would you be willing to hire the applicant to work with, or around, children? Would you be willing to place your child or teenager under the direct charge and influence of the applicant? If no, please explain why.

---

---

2. How does the applicant react in times of stress (e.g. make decisions)? \_\_\_\_\_

---

3. Describe the type of people with whom the applicant normally associates. \_\_\_\_\_

---

4. Can the applicant be relied upon? Does the applicant weaken in absence of authority? \_\_\_\_\_

---

5. How long have you know the applicant? \_\_\_\_\_ In what capacity? \_\_\_\_\_

6. To what extent does applicant use alcohol/drugs? \_\_\_\_\_

7. Are you recommending the applicant because of what  s/he can contribute to Mount Hermon, or  because of what Mount Hermon can do for her/him, or  both?

Please provide any additional information you feel would be helpful in considering the applicant:

---

---

---

---

---

---

---

---

---

---

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

**E-mail to:** hroffice@mounthermon.org Address: \_\_\_\_\_

Employed by: \_\_\_\_\_

Email: \_\_\_\_\_