

Overland Reference Form

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Applicant's Name: _____ Date: _____

Your Name and Credentials: _____

This reference is requested on the behalf of an applicant who has applied to join Overland's summer leading staff. If hired, the applicant will bear the responsibility for the safety and well being of 12 young adults (ages 11-18) in his/her charge. The demands of the job cannot be overstated: for most of our staff it is the greatest responsibility, the most challenging job, and for many, the most satisfying employment experience they've ever had. Your candid assessment of the applicant is very much appreciated.

Please answer the following questions. Feel free to use as much space as necessary. Your responses will be confidential. Please return your comments to Overland.

1. How do you know the applicant, is your relationship personal or professional?
How long have you known the applicant?

2. Please list the first three character traits that come to mind when thinking about this applicant.

3. In your opinion, what are the applicant's strengths?

4. In your opinion, what would make this individual a stronger leader? What are his/her weaknesses?

5. Are you familiar with the applicant in a leadership capacity? Please comment on your knowledge of the applicant's leadership abilities.

6. Do you think the applicant is capable of and interested in working effectively with young adults this summer?

7. Please comment on the applicant's ability to work with his or her peers.

8. Please include any other information you think might be helpful to us while making our decision. We welcome letters of reference to accompany the answers to these questions.

Thank you for helping us assess this candidate's potential as a summer leader.

Please mail, email or fax completed reference forms to Overland within two weeks of submitted application.