



75 Upper New Hampton Rd • Meredith, NH 03253-9516 • (603) 279 -7950 • mail@wanakee.org

Reference Check Form

Wanakee Staff/Volunteer Applicant: _____

Address: _____ Phone: (_____) _____ - _____

Applicant Instructions: Please complete top sections of this form, including all applicable checkboxes. Choose references who are adults, but not family members. Give a form to each of your references along with a stamped envelope addressed to Wanakee as below (or have this form/a letter containing this information sent via email)

Reference Type: Employer or Supervisor Professor or Instructor Co-worker or Friend Pastor

Reference Name: _____

Reference Address: _____

Reference Phone: (_____) _____ - _____ Reference Email: _____

*The applicant has applied for the following positions at Wanakee
(Applicant: check all that may apply)*

Positions working directly with children: Counselor Program Staff

Support positions working around and occasionally with children: Kitchen Maintenance Office

Applicant has authorized release of the information sought by the Reference Check. The addressee's name was provided by the applicant as a possible source of information for this express purpose and any information disclosed by the addressee will be retained by the camp director under lock and key, and will be disclosed only to the New England Conference camp directors or persons in charge of camps/events the applicant has applied for, for the sole purpose of evaluating the applicant for the position(s) sought.

Send this form to:

**ATTN: Staff Background Checks, Wanakee
75 Upper New Hampton RD, Meredith, NH 03253**

1. What is your relationship to the applicant?
2. How long have you known the applicant?
3. How well do you know the applicant?
4. How would you describe the applicant?



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5. How would you describe the applicant's ability to relate to youth / children?
6. How would you describe the applicant's leadership abilities?
7. How would you describe the applicant's ability to relate to adults / colleagues?
8. Do you know of any characteristics that would negatively affect the applicant's ability to work with children and/or youth? If so, please describe.
9. This applicant will be working in an environment that will place him or her as a role-model for children. In what ways will the applicant serve as a role-model in action and word?
10. What insight can you give for motivating and supervising applicant to the best of his/her potential?
11. Do you have any knowledge that the applicant has ever been convicted of a crime? If so, please describe.
12. Are there any other comments you would like to make?

Reference inquiry completed by:

Signature of Reference

Date