



4-H Camp Teen Counselor Reference Form

To Whom It May Concern:

Thank you for serving as a reference for a teenager who is applying for a Teen Counselor Position at _____ this summer. At 4-H Camp, Teen Counselors will supervise small (five to 10 campers) groups of youth age 9 to 13 in the cabins/lodges at night, help with camp classes, possibly teach camp classes, work with campers in larger groups during the day (20 to 40 campers), help other teens, work with evening programs and recreational activities, and more. *They have quite a responsibility!* If you have any questions you can call me at _____.

This form will be kept confidential.

Please **complete the questions below** and return to:

_____ (Your Name)

_____ (Title)

_____ (Unit), Virginia Cooperative Extension

_____ (Address)

Reference Name _____ Phone _____

Address _____

Teen Counselor Applicant's Name _____

How long have you known the applicant? _____

In what capacity have you known the applicant?

*18 USC 707



Please check (√) the following questions indicating how you feel the applicant would meet the criteria for 4-H Camp Teen Counselor. Then, indicate whether this is your **“Opinion” from general knowledge** of the applicant or **first-hand “Knowledge”** if you have actually worked with the applicant in a situation where he/she displayed these specific characteristics.

E - Excellent; G - Good; F - Fair; P - Poor

	E	G	F	P	Opinion	Knowledge
Working with Others						
A. Young children age 9 - 13						
B. Peers						
C. Adults						
D. Fairness with others						
E. See things from other viewpoints						
Leadership Skills						
A. Guides others						
B. Plans and organizes						
C. Manages time efficiently						
D. Delegates responsibility						
E. Motivates others						
F. Has initiative to do things without being told						
G. Ability to work with homesick campers						
Responsibility						
A. Will obey rules						
B. Concern for camper safety						
C. Concern for camper welfare						
D. Maturity in handling problems						
E. Sound judgment						
F. Responsible for all duties including night supervision						
G. Observe and follow through with all duties, assignments, and responsibilities						
Communicating						
A. Teaching skills						
B. Good listener						
C. Patient, helpful and courteous						
D. Team player; takes part with group						
E. Ability to give clear instructions						
F. Understanding and thoughtful						
G. Ability to express self						
Personal Skill and Concept						
A. Self-confidence						
B. Enthusiastic						
C. Good role model						
D. Positive attitude						
E. Restrain from alcohol/drug use						
F. Restrain from use of profanity						

Would you recommend this teen to serve as a 4-H Camp Teen Counselor working with children in a supervisory capacity?

_____ Yes _____ No

Other comments or information you think we need to know:
