

BUNAC KAMP USA Reference 2008

Please read the information overleaf before completing this form

1. Name of applicant (in CAPITALS please) _____ Mr/Ms

2. Your name as referee _____

3. What is your connection with the applicant? _____

4. How long have you known him/her? (please give dates) _____

5. Your assessment of this applicant in the following areas would be a most helpful guide for us and potential employers:

	HIGH				LOW
	5	4	3	2	1
HONESTY					
RELIABILITY					
TOLERANCE					
RESPONSIBILITY					
ABILITY TO ACCEPT DIRECTION					
FLEXIBILITY					
MOTIVATION					
CHEERFULNESS/HUMOUR					
SOCIABILITY					
HARDWORKING					
HELPFULNESS					
FITNESS/HEALTH					
LEVEL OF ORAL ENGLISH (for foreign students only)					

6. If you are a current or previous employer, please summarise what the applicant does/did for you and when, and how satisfied you are/were. Please include any other comments you would consider relevant. Would you re-employ him/her?

7. If you are an academic supervisor/lecturer, please comment on the applicant's suitability for the programme?

8. Are you aware of any circumstances in the applicant's background which may make this person unsuitable for working with children (e.g. accusations of child abuse, personality problems or criminal convictions)? If yes, please explain.

Signature _____ Date _____

Address _____

Email _____ Phone (daytime) _____

If possible, please use an official university, organisation, or employer stamp to validate this form.



KAMP USA Reference*

Dear Sir/Madam,

The person named overleaf is applying for a position on BUNAC's Kitchen And Maintenance Programme (*KAMP*) as a kitchen, laundry, maintenance or other ancillary worker on an American children's summer camp.

This form has been presented to you as someone who is familiar with the applicant's personality and ability, and we would be grateful for your objective responses and any comments enabling us to place the applicant in a suitable position. It is important that we make the right assessments and we hope you will give us your assistance. If you are aware of something in this applicant's background which possibly makes them unsuitable for working with children we would appreciate you sharing this information with us. On the application form that has been completed by the applicant, the applicant has been required to disclose all criminal convictions, no matter how old.

All references are completely confidential.

KAMP aims to place students in ancillary camp jobs of their choice at an American camp. The job will last about nine weeks (in some cases more) and the student will be expected to stay for the duration of the contract. Although the work is not intellectually stimulating, a person who is hard-working, conscientious and determined to make a go of it (with an outgoing personality), can find it great fun.

We are asking you to complete the form overleaf as fully and as accurately as possible and then send it to us directly at the address below.

As we cannot process this member's application until we receive your reference, and as any delay jeopardises his/her chances of getting onto the programme, it would be greatly appreciated if you could return this form as soon as possible.

Thank you for your help.

KAMP USA Programme Co-ordinator

*This reference must be completed in English