

Elmwood Day Camp
900 Dobbs Ferry Rd.
White Plains, NY 10607

Tel 914 592 6121
Fax 914 592 2195

Directors
Jeff Ackerman
Bobbi Wittenberg



Dear Sir or Madam:

The individual listed on the reverse side of this sheet is applying for a position at Elmwood Day Camp as a counselor. The form was sent to you in the hope that you would assist us in assessing the individual's personality and other skills as they would relate to such a position.

Elmwood is a private day camp with children ranging in age from 3-11. Our camper population comes from Westchester County and New York City. We are committed to a high quality program in a safe, secure and caring environment.

The Elmwood counselor is faced with a very demanding and often difficult job. The camp runs from 8:30AM until 4:15PM and is filled with ten activity periods. Counselors are expected to care for each child in their group and participate in or lead activities. Our staff members are expected to give 100% effort towards the needs of the camp program and the campers.

Our staff members are treated with the utmost respect and are given a sense of their significance in the overall success of the camp. Our program is oriented towards their growth and satisfaction. They can be expected to learn a great deal from being a counselor at Elmwood.

Please complete and return the form as soon as possible.

Thank you once again for your assistance.

Sincerely,

Jeff Ackerman
Bobbi Wittenberg
Hillari Boritz
Dani Ackerman
Gregg Licht

Elmwood Day Camp Reference Form

Name of Applicant _____

Your Name: _____

Relationship with applicant: _____ How long have you known him/her _____

Please indicate the appropriate rating for the following areas.

MATURITY	superior__	above average__	average__	below average__
CHARACTER	superior__	above average__	average__	below average__
DEPENDABILITY	superior__	above average__	average__	below average__
LEADERSHIP	superior__	above average__	average__	below average__
MOTIVATION	superior__	above average__	average__	below average__
JUDGEMENT	superior__	above average__	average__	below average__
COMMUNICATION SKILLS	superior__	above average__	average__	below average__
ENTHUSIASM	superior__	above average__	average__	below average__
WORK ETHIC	superior__	above average__	average__	below average__

From your knowledge, how well does he/she relate to children? _____

In your opinion what areas might this individual be most successful in? (activities, special skills, etc.)

Would you want this person to be your child's counselor? Why or why not? _____

To your knowledge, has the applicant suffered any significant physical or nervous difficulties which would interfere with his/her work with children? _____

To your knowledge, has the applicant ever exhibited abusive or sexually improper tendencies towards others? _____

To your knowledge, has the applicant ever been convicted of a felony or a misdemeanor? _____

The most convenient time to contact me at (telephone number) _____ to verify the foregoing is between _____ and _____.

Signature _____

Date _____

Contact date _____ By _____