

Holden Village Reference Form

Name of Applicant: _____

The above applicant is interested in serving as a member of the volunteer staff at Holden Village. Your honest responses to these questions will help us in being sensitive to the applicant's abilities and needs, making work assignments, and trying to make their experience a rewarding one. We appreciate your help in providing an assessment of the applicant. The applicant had the option to waive their right to view the reference on their application. If you are interested in whether or not the applicant can have access to this, please contact the Staff Coordinator at staffing@holdenvillage.org.

Holden Village is a Lutheran retreat center located in the North Cascades in Washington. Holden's mission is to welcome into the wilderness all people who seek contemplation and community. Holden invites people of all ages and backgrounds to come and experience our rhythms of education, programming, and worship. Volunteers support and take place in these rhythms, doing work ranging from landscaping to cooking to child care. We expect volunteers to come prepared to share their gifts and energies in this ministry of hospitality and service. All staff commit to attending daily worship, serving in a work position supporting the operation of the Village, and living within safety policies. See our website at www.holdenvillage.org for more information.

Please complete the questions below and on the reverse side (feel free to use additional pages) and return to:

Holden Village Staffing, HC 0 Box 2, Chelan, WA 98816

or email as an attachment to: staffing@holdenvillage.org

Thank you for taking the time to fill out this reference form. We may contact you if we have any additional questions.

Name: _____

Phone: _____ **Email:** _____

How long have you known the applicant? _____

In what capacity? _____

Have you been to Holden Village? Circle **Yes** or **No** **When?** _____

If yes, in what capacity? (circle all that apply): **Volunteer** **Teaching Faculty** **Guest** **Other:** _____

1. Describe the applicant. What things stand out to you most about this person?

2. What are a couple of the applicant's strengths and weaknesses?

3. Please comment on the applicant's level of responsibility and dependability.

4. Please comment on the applicant's ability to work independently and take initiative.

5. Please comment on the applicant's ability to work with others and take direction from a supervisor.

6. Do you see the applicant as a leader? Please give examples of their leadership style and experience.

7. How well does the applicant interact with persons of diverse opinions and backgrounds? Is the applicant understanding of other's viewpoints and able to relate to people of varying ages and backgrounds?

8. (optional) What do you feel this person would contribute as a member of a Christian community? What would they gain?

9. Please describe any notable abilities, interests, skills or experiences of the applicant. Also describe any reservations you may have. Additional comments are welcome.

SIGNATURE

DATE