



37A Queen's Gate,  
London SW7 5HR, UK.  
Tel: +44 (0)20 7581 7373  
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# Open character reference

Dear Sir/Madam

The person named below is applying for a position on the Camp America programme in the United States. This reference serves to support the suitability of the applicant for our Counsellor, Campower and Resort programmes, all of which require high levels of responsibility, commitment and flexibility.

The ideal applicant should have a great sense of humour, enthusiasm, motivation and a caring nature. We also look for those who are well organised and have good team work experience. The specific roles each programme entails are as follows:

## Counsellor

Living and working with children between the ages of 6-16, often 24 hours a day for nine weeks. The position involves teaching/assisting with sporting, creative and outdoor activities. It is a role that requires excellent leadership skills and the ability to interact well with both co-workers and children.

## Campower

Working as camp support staff, this role can range from kitchen, laundry and general maintenance work, to cabin cleaning and janitorial duties. As the days are long and often repetitive it is a role that requires stamina and a positive attitude as well as an ability to 'get on with the job' as part of a team.

## Resort

Working in a service role on an American Resort, which may be a hotel/motel, country club, mountain resort or conference centre. The role can range from housekeeping, guest services, administration, kitchen crew and maintenance duties. Resorts are looking for applicants who are independent, mature and have the ability to work well under pressure and have a positive attitude as well as the ability to 'get on with the job'.

The person providing this reference must have known the applicant for a minimum of six months in a professional capacity, and have a sound knowledge of the applicant's character. They should also be able to make an objective assessment. This will be an open reference which the applicant will see. If you have any reservations you wish to share with Camp America in confidence, please contact the office indicated below:

Camp America, 37A Queen's Gate, LONDON, SW7 5HR, UK.  
AIFS Przedstawicielstwo w Polsce, ul. Widok 8, 00-023 Warszawa, Poland.  
AIFS Deutschland, Baunscheidtstr. 11, 53113, Bonn, Germany.  
AIFS Australia, PO Box 1319, Darlinghurst, NSW 2010, Australia.

Your honest assessment is appreciated and will serve as a useful guide for a suitable placement to be made. As we are unable to proceed with the application without this reference your quick response would be welcomed. You may be contacted for a verbal reference once a placement is found. Thank you for your time and attention.

Reference must be in English or translated into English. The translation must be verified by your interviewer.

References are **NOT** accepted from **friends, family members, colleagues** or anyone else whose relationship with the applicant has not been professionally related. The referee must have had significant contact with the Camp America candidate for at least six months in a teaching/professional/mentoring/managerial capacity.

