



New City Kids

loving kids for change

At New City Kids 150 teens are trained to lead five after school centers, a summer camp, and a sailing school. Each of these teen-led programs are carefully structured to bring academic, musical, leadership, and spiritual development to elementary age children, and the act of leading them brings a whole different level of transformation to the teens.

Internship Program Reference Form

Thank you for your help in the process of selecting interns to serve at New City Kids! To learn more about our ministry, please visit our website at www.newcitykids.org

Please direct any questions and this completed reference form to Deborah Lemmen, Operations Director via email or mail: **gabriel@newcitykids.org**
New City Kids, Attn: Gabriel Stiritz
240 Fairmount Avenue
Jersey City, NJ 07306

Your Name _____ Email _____

Address _____

Phone _____

Applicant Name _____ **Relationship to applicant** _____

How long have you known him/her and in what context?

I would like a call regarding this reference

1. Please use the following list to identify areas of strength and weakness for this applicant *(some references hesitate to list weaknesses, but please do so – this helps us learn your perspective on areas where an intern will need support or to grow.)*

Strengths *(identify three letters corresponding with the below list):*

- 1.) _____
- 2.) _____
- 3.) _____

Weaknesses *(identify three letters corresponding with the below list):*

- 1.) _____
- 2.) _____
- 3.) _____

- A.) Can function in a job where there is more to do than time to do it
- B.) Can structure his/her own time with minimal daily supervision
- C.) Can work with a diverse group of people
- D.) Communicates clearly
- E.) Exercises leadership
- F.) Knows self fairly well

- G.) Has considerable drive/personal goals
- H.) Is adept at problem-solving
- I.) Is a self-starter/takes initiative
- J.) Is cool under pressure
- K.) Is effective at oral communication
- L.) Is quickly at home with new people
- M.) Is supportive of others
- N.) Works best in a team context

2. What qualities do you most admire in this person?

3. Where has the applicant taken a leadership role? What leadership qualities does he/she possess?

4. Would you assess the applicant as stronger in developing/coordinating programs or working directly with people? Please illustrate.

5. As New City Kids is a faith-based organization, can you comment on the applicant's faith commitment and how it may inform his/her life and/or work?

6. Is there anything further you would like to add that would be valuable in our assessment of this applicant?

New City Kids is a ministry serving at-risk youth in an urban setting. When looking at the applicant for the position of intern, would you:

Not recommend

Why? _____

Recommend with hesitation

Recommend

Highly recommend

Thank you so much for your time! We may contact you to follow up on this information and please do not hesitate to reach out to us at any time.