

LETTER OF RECOMMENDATION

For the Applicant

Type/write in your name where indicated and email this form to one or two individuals who can attest to your work ethic and skills. Ask your reference(s) to type or write their responses and sign the form. (Note: We highly recommend that your references be teachers, coaches, counselors etc. rather than friends or family.) **You must attach at least one typed or hand-signed Letter of Recommendation to your application packet by the deadline.** You may include up to two (2) letters of recommendation.

Applicant Name:

For the Reference

The person named above is applying to take part in the City of Antioch's Junior Recreation Leadership Program, a six-week training and professional development program for students rounding the age of employment. The selected students will be in a challenging training environment and will receive leadership training. To succeed, the participants must be highly motivated and be able to adjust to working with people of different social/cultural and professional backgrounds. We value your honest assessment of the applicant in helping us select the most appropriate participants.

Instructions: Please type the answers to the questions, print the form, sign by hand and return this form to the applicant. If you would like to add additional comments, we encourage you to do so by emailing ljackson@antiochca.gov.

- I strongly recommend this applicant
- I recommend this applicant
- I have minor reservations about recommending this applicant
- I have major reservations about recommending this applicant
- I do not recommend this applicant

How long, and in what context, have you known this applicant?

What are the applicant's strengths?

Why do you believe that the applicant will be a successful participant in the Junior Recreation Leadership Program?

Do you think the applicant would adapt well to unfamiliar environments and new situations? Why or why not?

Reference Name (Printed):

Reference Signature:

Date: