



15 March 2019

To Whom It May Concern,

Please accept my recommendation for Jamie Clark in the highest regard. I've had the pleasure of working with her for the past year in the Cuesta College Student Success Center and am confident that she will be a valuable addition to your organization. Jamie differentiates herself from others by her passionate dedication to performance excellence and exemplary interpersonal skills.

Whatever your standard of excellence, Jamie will exceed your expectations. She has an uncanny ability to see inefficiencies and areas in need of improvement, as well as map out comprehensive solutions to resolve them. I appreciate her solution-oriented perspective and communication style. Her passion for high quality tutoring services and initiative helped our Student Success Center become aware of gaps in new tutor training practices and her contributions were critical to the development of a peer tutor mentoring program. Our center has benefitted tremendously from her feedback and ideas.

Jamie's detailed oriented project management and teamwork skills have been an asset in two projects I have been involved with her on. She worked with her team of peer tutor mentors to develop an agenda and content for our first ever full-day tutor retreat and it was a huge success. Jamie created a unique and challenging ice breaker and team building activities that were so engaging the room was buzzing with excitement and laughter. It was one of the best retreats I have ever attended and I left feeling a bond and familiarity that changed and exponentially improved my connection with the tutors in our center. Jamie has also been working on a long-term project to create an archive of course notes for the Math classes she has taken and been embedded in. While most would have made copies and thrown them into a binder, Jamie has meticulously recorded her notes in full color on an iPad, and formatted the documents into a PDF to be printed and spiral bound. With thoughtful planning, she incorporated blank sheets after each section to provide a space for students to add their own thoughts and notes. Essentially, her ability to persist at a project over time with thoughtful consideration to detail created a legacy resource in the form of a class note library for every math class offered at Cuesta! Jamie operates at an admirably high level of proficiency in all endeavors.

Please contact me with any questions regarding her character and performance. I look forward to extolling her virtues further and am excited for you to experience the joy of having Jamie Clark on your team!

Sincerest Regards,

Alysha Nye | Academic Success Coach
Student Success Center | Stats Lab