

PEACE LUTHERAN CHURCH

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Mark Niemeyer
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Administrative Assistant

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*Praise Music
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May 4, 2011

RE: Letter of recommendation for Nicolette Olsen

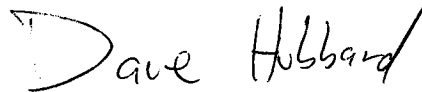
To Whom It May Concern:

I'm writing to give a letter of recommendation for Nicolette Olsen. Nicolette worked with me at Peace Lutheran Church as a youth ministry assistant. Her duties consisted of organizing information in a variety of ways including:

- Working with office staff to make copies and stuff envelopes for mailings
- Using word processing skills for calendars, letters, brochures, and other documents
- Brainstorming ideas for events and activities
- Thinking through her strengths and weaknesses for doing youth ministry

Nicolette's performance in the work setting to do the job correctly and in a professional manner met expectations. She was consistently prompt and willing to do the job required of her. However, like any young intern, Nicolette showed signs for needing improvement. Nicolette is a very fast worker, but sometimes the tasks were rushed and she didn't spend the necessary time to complete the task as desired. With a little more time and experience under the proper leadership, I believe Nicolette will make for a very efficient and productive leader in whichever career path she chooses.

Sincerely,



Dave Hubbard
Director of Youth & Family Faith Formation