



April 27, 2020

To Whom It May Concern;

I am honored to have the opportunity to write this letter of recommendation for Margaret Lee. I have had the privilege of working with Margaret this year at the City of Hilliard, Recreation and Parks Department. Margaret took great initiative to seek out a Mentorship program with the City to pursue her career interests.

Margaret began her Mentorship program with very aggressive and defined goals that she set for herself. She stretched herself in everything she did for the City. She didn't settle for sitting back and just learning, she wanted to put into action what she learned.

At first, Margaret accompanied me on several presentations to our businesses in Hilliard. We presented our special events and programs to these businesses and showed them the opportunity to become involved and invest in their communities through sponsorships. It did not take long before Margaret took the initiative to lead these presentations. She studied the content that we were presenting and delivered a terrific presentation to our local businesses. Her efforts have helped secure several sponsorship commitments in 2020.

Margaret also adapted very well to an office with all adults where she quickly became the shining star. She spent her time getting to know everyone in the office and always asked such great questions. Her interpersonal communication skills continued to grow and I could see her gain even more confidence as she pushed passed her comfort zone.

Margaret was always prompt and followed through on every task and project she was given. She helped plan our largest event in Hilliard, our July 4th celebration. She took initiative to reach out to vendors and ask for quotes for their services so she could assess which would be the best choice for our event.

I would highly recommend Margaret for this opportunity. I can't imagine ever meeting a more deserving student. She will be successful in anything she sets her mind to. I was so thankful for this opportunity to work with her and get to know this one of a kind, sincere, determined, intelligent and humble young woman.

Sincerely,

Angela M. Zody
City of Hilliard
Recreation and Parks
Sponsorships and Special Events