

January 4, 2016

Susan Burton
Assistant Director for Student and Alumni Relations
University of Oregon Alumni Association
1204 University of Oregon
Eugene, OR 97403-1204



RE: Letter of Recommendation: Tyler Horst

To Whom It May Concern:

I am writing on behalf of Tyler Horst's internship application as a part of the Portland Senior Experience program with the UO School of Journalism and Communication. I had the pleasure of working with Tyler in his position as director of engagement and volunteer management with the Student Alumni Association (SAA) and, as his supervisor at the UO Alumni Association, was able to directly observe his contributions to the organization and university, as well as his commitment to the success of the SAA and its mission to build engaged future alumni at the UO.

In his position with the SAA, Tyler collaborated with the other SAA directors to plan and implement opportunities to engage our 5,300 undergraduate and graduate student members in events to give back to the UO and create engaged and connected future alumni and advocates for the UO. He directly managed SAA volunteers, working alongside them to further the mission of the organization and ensure that they were comfortable with tasks and knowledgeable about the goals of the SAA and how they impacted the University; Tyler also assisted with tracking and reporting volunteer hours.

In addition, Tyler was in charge of implementing the SAA's spirit and tradition events and ensuring that volunteer opportunities were advertised appropriately to our members. As a student group of over 5,300 members, online promotion and social media are our main avenues for communication with our members and marketing our events requires innovation and creativity. Tyler worked closely with the SAA communications team, assisting with decisions for traditional print advertising, social media, and other electronic communication for the events he led, to ensure that the promotions for events in his cornerstone were successful and appealed to a wide variety of students.

Tyler was a hardworking and positive team member who was always willing to assist the team in any way necessary, willing to work at all of our events and volunteering to help with various tasks. He displayed a positive attitude at all times with our members, volunteers, and his co-workers. He truly cares about the organizations with whom he works and about the future of the university. I fully believe that Tyler will apply himself to the opportunities he encounters with the Portland Senior Experience program and internship with the same enthusiasm and dedication that I saw from him in my time working with him. If you have any questions, please feel free to contact me at the above address or by phone at 541-346-3435.

Sincerely,

A handwritten signature in black ink, appearing to read 'Susan Burton'. The signature is fluid and cursive, with a large initial 'S'.

Susan Burton