

# Zer<sup>0</sup> to Eight Coalition

November 22, 2002

To Whom It May Concern:

I am writing this letter to enthusiastically endorse Jodi Smith-Bennett of Smith-Bennett & Associates. I feel particularly well qualified to speak of Jodi's expertise as I worked closely with her for two months on a very intense project that required a careful attention to detail and a great ability to adapt to new and unexpected challenges.

Jodi acted as the Event Planner for a political forum hosted by a statewide coalition of early childhood educators in June 2002. The event, the *Gubernatorial Candidates' Forum on Early Childhood and School-Age Issues*, was the first of its kind hosted by the early childhood community and involved a great number of people in its planning and implementation. Over 60 organizations sponsored the event and worked in various capacities to make it a success. Not only did Jodi need to work with this group, but she also needed to coordinate with the gubernatorial candidates and their representatives. Additionally, the public turnout for the forum was close to 300 people, which required a different level of expertise.

This event required much greater organizational skills than we had available and also demanded a person with excellent diplomatic skills to coordinate with all the various constituents. Jodi filled this role perfectly. Her organizational skills were impeccable and she kept the group moving and on task, even with a very tight timeline. She dealt with the candidates, press and logistics in an impressive manner and her skill ensured that even the smallest detail was not overlooked on the day of the event. Jodi rose to the challenge of working on a large political event, which she had never done before, with a group of volunteers who knew little about the process themselves. The event itself was a huge success, which we owe in large part to Jodi's fine management of the process.

I would recommend Jodi without reservation for any event-planning project as she has proven herself to be adaptable to any situation and any challenges. She is a quick learner and never hesitates to identify gaps and fill in where help is needed. On top of all that, she is a wonderful person who works well with any group with which she is assigned to collaborate. We are extremely grateful that she was able to guide our forum to its successful completion. I would be happy to answer any questions you might have about her abilities. Please feel free to contact me at (617) 423-0797 x. 16.

Sincerely,

  
Susan Moriarty  
Program Planner