

Lincoln City Council
555 South 10th Street
Lincoln, NE 68508

November 27, 2012

Dear members of the City Council and Mayor Beutler:

I am applying for the vacant position on the Lincoln City Council. My interest is in serving the remainder of the term; I would not seek election in 2013.

I have been an active member of the Lincoln community for over thirty years, care about our city, and am familiar with the issues facing it. My communication, research, organizational, and leadership skills would be valuable as a City Council member.

My current employment as a freelance writer provides me with a flexible schedule. Due to the nature of my work, I have developed the ability to quickly absorb and process new information. I am confident that I would be a contributing member of the Council, rather than merely warming a seat.

In your review of applicants, a person's political and philosophical positions are naturally of interest. I consider myself a moderate, holding a mix of conservative and liberal views. I am fiscally conservative and temper my stance on social issues with a strong belief in personal responsibility. I was quite active in the Democratic Party in the '80s, in the Republican Party in the '90s, and now (although a registered Democrat) I find myself disillusioned with both parties. Consequently, I have spent recent years working on nonpartisan community issues.

I would welcome the opportunity to serve my community as an interim City Council member, and appreciate your consideration of my application.

Sincerely,



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Educational Background

Doane College-Lincoln, Nebraska: MA, business administration
American Bankers Association: courses in finance and professional development
University of Nebraska-Lincoln, Nebraska: BS, secondary education

Key Skills

- **Communication** – excellent written and verbal communication skills as well as an ability to listen
- **Organizational** – able to set goals, manage projects effectively, meet deadlines and multi-task
- **Research and Planning** – can quickly assess situations, define needs, identify resources, gather information, develop strategies, and solve problems
- **Strategic** – able to analyze situations, create a game plan, develop persuasive arguments
- **People Skills** – outgoing, personable, empathetic, able to form relationships

Employment Background

1990-current:

Throughout the past twenty years I have worked part time as a freelance writer and public speaker. During this time, I have also held part time positions at the University of Nebraska Lincoln, Doane College (adjunct faculty, academic advisor), and KLIN radio (morning show co-host).

Teledyne Isco, Inc., 2000-2011: Technical Writer II, Marketing/Communications Department

In this position I created product manuals, web site and intranet content, and marketing materials. Beginning in 2008, I was also a database administrator for a national sales force.

National Bank of Commerce, 1986-1989

I supervised the secretarial and accounting staff within the computer services division at NBC. I was also a technical writer and assisted with customer service calls.

Small Business Computer Systems, 1980-1986

I co-owned and managed this firm, which produced agricultural accounting software. Our main product, Agri-Ledger, was one of the top ten business software programs in 1983.

Community Involvement

- City of Lincoln Charter Revision Commission (member)
- Liberty 1st Credit Union Supervisory Committee (member)
- University Place Community Organization (member, former president)

During my thirty years in Lincoln, I have been active in several organizations, including Habitat for Humanity, Junior Achievement, both the Democratic and Republican parties, Women in Sales and Business, United Way, Lincoln Independent Business Association, KZUM radio (programmer, Board of Directors), Wildlife Rescue Team, and Friends of Morrill Hall (founding member, Board of Directors). I've also been involved in local issues. Most recently, I played a key role in saving the Industrial Arts Building and retaining a Hy-Vee grocery store in the University Place neighborhood.