

February 27, 2009

Letter of Recommendation for Jenni Reinke

Jenni Reinke worked for Milwaukee Riverkeeper (then Friends of Milwaukee's Rivers) between September 2007 and June 2008. She worked as Outreach Assistant and took on many roles relating to administration, outreach, communications and volunteer management. I have been thoroughly impressed with Jenni's creativity, work ethic, and attention to detail, and highly recommend her for an internship at Jacob's Pillow. While at Riverkeeper, Jenni showed a great interest in learning more about administration, organizing and development. I think that she would gain a lot from the Jacob's Pillow experience and would also have much to contribute.

Jenni's main job function at Riverkeeper was to outreach to volunteers and constituents. She organized a program that involved training volunteers to give presentations on water issues. She arranged for the trained volunteers to make speaking engagements at area churches, community groups and schools. Jenni excelled at being proactive in seeking new volunteers and speaking opportunities. She also was very effective in keeping the program well-organized and documented.

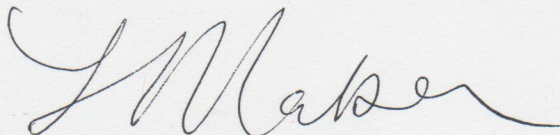
In addition to organizing volunteer presenters, Jenni helped to organize Riverkeeper's largest annual event, a watershed-wide river cleanup that drew over 2,000 people last year. Jenni handled publicity and organized volunteer groups such as scout troops, school groups and other community groups. Again, she kept everything very well organized and brought in many new volunteers for the event.

Jenni also did written communication on behalf of Riverkeeper. She wrote for our newsletter and prepared articles for our website and e-newsletter. Her writing is clear and strong and I could always count on her to explain complex issues in an understandable way.

During her time with us, Jenni strove to learn as much as she could. She expressed interest in grant-writing and sought out the opportunity to learn about the grant-seeking process. As a result, she got experience in researching grant opportunities, working with grant budgets and writing proposals for funding. Again, her writing was clear and her work was of a very high quality.

Throughout her time at Milwaukee Riverkeeper, Jenni continued to impress me and the other staff with her willingness to take on new and diverse projects and her effectiveness at getting things done. One of her greatest strengths is her ability to keep projects well-organized and well-documented. She always followed through with commitments and went above and beyond the expectations set for her. Any organization would be lucky to have her on board.

Please contact me if I can be of further assistance,



Laura Maker, Development Manager
Milwaukee Riverkeeper (formerly Friends of Milwaukee's Rivers)
414-287-0207 x228
laura_maker@milwaukeeriverkeeper.org