



**Department of Housing
and Residence Life**

December 28th, 2009

James C. Grimm Outstanding New Professional Award Selection Committee,

It is my esteemed pleasure to write a letter of support to accompany the nomination of Katharine Kanable for the James C. Grimm Outstanding New Professional Award. Miss Kanable is the perfect candidate for this award because of her hard work, dedication and service to the Apollo Community, the Department of Housing and Residence life, and UCF as a whole. Miss Kanable is my direct supervisor in the Apollo Community and I feel lucky everyday to work with her.

Miss Kanable is a genuine, kind-hearted person who truly cares about all of our staff members as well as the entire community of residents. Miss Kanable supervises a community of 400 residents, 8 resident assistants, 2 office assistants and 1 graduate assistant. Working with each of us, Miss Kanable sees the importance of leadership and teamwork and spends a significant amount of time developing each member of our team individually from setting SMART goals at the beginning of each semester to holding one on one meetings with each staff member.

While supervising the Resident Assistants and Graduate Assistant, Miss Kanable implemented the StrengthsQuest Program that highlights each person's individual strengths and contributions to the team. Miss Kanable utilizes one on one meetings to delve into the depths of the program with each staff member individually so that we all appreciate ourselves and learn about our own leadership styles. Then, Miss Kanable ties these activities into team building activities performed during training and staff meetings.

Miss Kanable also supervises all of the Residence Hall Apartment Patrol (RHAP) staff that works the 12am-8am shift in each of our five residence hall communities. Although this staff is not as visible as the rest of our staff because of their hours, Miss Kanable makes a conscious effort to recognize their contributions and gives them the credit they deserve.

Along with all of her dedication to the Apollo Community and the Department of Housing and Residence Life, Miss Kanable also finds time to volunteer outside of her job. Miss Kanable takes on volunteer opportunities assisting other offices on the UCF campus as well as babysits in the nursery at her church. Miss Kanable is dedicated in so many ways to betterment of the larger community.

Although Miss Kanable's has only worked professionally in Housing and Residence Life for a little over a year her efforts are sincere and they deserves to be recognized. Miss Kanable is supportive of all of her staff members and encourages them to set goals each semester. Then she follows up with them continuously throughout the semester and supports them in accomplishing everything they set out to do. Miss Kanable is the most supportive supervisor any staff could ask for and we are all blessed to have had the opportunity to work with and learn from her.

Thank you for your time and consideration of this letter of support.

Kindly,
Amanda Downing