



Housing and Residence Life

January 2, 2007

Dear Madam or Sir:

I am writing this letter in nomination of Jessica Raymond for the SEAHO Outstanding Mid-Level Professional Award. Currently she works as the Assistant Director of Affiliated Housing for the Department of Housing and Residence Life at the University of Central Florida.

The field of residence life is busy and challenging for an assistant director within the traditional framework of a residence life program. As an assistant director at UCF, Jess' position is anything but typical. She has the responsibility of overseeing three very different types of housing, none of which are traditional and involve partnerships with private entities. Her position is multi-faceted and she supervises six Area Coordinators whose needs are very different. There is rarely "down time" for Jess as she supervises the six annual contracted communities that never close at UCF. In the course of her job, she has done a great job of creating a balance between support and supervision.

Jessica Raymond is an amazing higher education professional, who is intelligent, innovative, and diligent. With her supervision style, Jessica (respectively called Jess) has been instrumental in providing the area coordinators with opportunities for professional growth and support. She has a quiet sense of leadership, where she constantly allows for others to have input, but quickly provides her wealth of knowledge and makes decisions when necessary. Jess has an outstanding perspective on issues of safety and continually provides an array of insight when it comes to strategic planning, facilities issues and safety concerns. She has a great sense of self worth and balance in her life.



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Jess understands that in this profession rarely do we receive compliments for the great things we do, but our jobs must still be done well. She continually strives to do her job brilliantly, even when the challenges seem insurmountable.

One of Jess's colleagues describes her as "having a dynamic position for any university housing department. Having the responsibility and ambiguity with 3 very different partnerships within one single housing department is like having 3 jobs in one ". Her sense of humor and approach to these partnerships has thus paved the way for UCF to create a cutting edge plan in developing its housing program. Jess has promoted and supported the evolution of UCF's communication between these 3 different private entities and their partnership with UCF Housing and Residence Life. By empowering her staff, she has not only encouraged their involvement in learning about the various partnerships, but also guiding them to develop their own roles to support UCF's success in these endeavors.

Therefore, it is with great honor and respect that we nominate Jessica Raymond for the SEAHO Outstanding Mid-Level Professional Award. If you wish to discuss this with Vivian Ortiz, my contact number is 407-882-9420.

Thank you for your time and consideration of her application.

Respectfully (Jess's staff),

Vivian Ortiz ***Carolynn Nath*** ***Travis Gabriel***

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Graham Quirk ***Kelly Doel*** ***Justin Williams***

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