

June 2008

Dear Future Employer:

I am seeking an academic or workforce dean position in a community college setting. I am eager to apply my knowledge and skills to further the comprehensive mission of the community college. My education in higher education administration at the University of Texas at Austin's Community College Leadership Program and work experience in the public sector and at Austin Community College District (ACC), as well as my volunteer leadership roles have prepared me well to take on this level of responsibility and leadership.

With eight years of experience in teaching and leading at ACC, I can bring a balanced perspective that includes an understanding of the needs of faculty and administration. At ACC I have served on numerous shared governance committees including the Administrative Services Council and Institutional Planning Council which has given me an appreciation for the full range of issues faced by the community college. As President of the Faculty Senate I focused faculty efforts on proactive engagement in the issues impacting the college, such as student success.

Throughout my career I have lead many task forces, boards, committees as well as provided leadership and administrative support to the same. My ability to bring diverse stakeholders together to solve community problems is evidenced by programs developed while in a variety of positions within the City of Austin such as Connections Resource Center for Parents and Child Care Professionals and the voucher program for homeless and near-homeless families.

With a background in human development and proven leadership skills, I have the ability to motivate and inspire faculty and staff. I look forward to discussing my qualifications with you personally.

Sincerely,

Linda Anderson Welsh