

November 30, 2001

Cobb County Human Resources
514 Glover Street
Marietta, GA 30060

To Whom It May Concern:

SUBJECT: LETTER OF REFERENCE FOR EDWARD LAVINE

This letter is in support of the candidacy of Edward Lavine for the technology project manager position currently open with the Cobb County School District. I have know Mr. Lavine for the past three years as first a parent of a student in the band program and most recently he served as a volunteer staff member for the marching band. While most of his work experience is in the IT industry, his skills and musical expertise were a welcome addition to our staff; as you might note his bachelor's degree was in music. Although I am not able to speak to his knowledge of IT and his abilities in this area, I feel extremely qualified to speak to his general character, personality, ability to work with a group, and leadership abilities. All of which are important aspects of the leadership and management component of the job description.

All of my interactions with Mr. Lavine have been extremely positive. He is an involved parent, who has helped the band in many areas, including as a chaperone, raising funds, moving props, fixing instruments, tutoring students, and leading rehearsals. In my opinion, this demonstrates both a willingness to help our team in anyway that was needed, but he has worked cooperatively and supportively within this sometimes-challenging environment with parents, students, and staff with an equal level of success. He is a man who pursues his work with great passion and this passion resulted in him taking initiatives that proved valuable to the band: I believe that initiative and passion are important components of effective leadership. Moreover, his general demeanor is a pleasant one. Even in difficult times, he shows an ability to find the positive in every situation, remain optimistic, and to persevere to the task. Again, all of which are important character traits for a project manager. Because of the extensive amount of time we have worked together within the school environment, I am completely certain he will thrive in a position that involves working with and for local schools as well as the county office.

I strongly support Mr. Lavine's candidacy and I firmly believe he will be an excellent addition to our district. If I can be of any further assistance in the interviewing process, please feel free to contact me at Osborne High School (extension 254) or at home (678) 567-1121.

Sincerely,

Andrew F. Poor, DME
Director of Bands
Osborne High School

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