

July 17, 2021

Mayor Ron Feinsod
City of Venice Common Council
401 West Venice Avenue
Venice FL 34285

RE: City Clerk Position/Appointment

Dear Mayor Feinsod and Council Members:

Please accept this letter in response to the employment opportunity as City Clerk in the City of Venice. I saw the position announcement in the career center of the IIMC website and it really caught my attention. I have visited Venice many times while vacationing in the area for the last several years. As a matter of fact, my husband and I have wanted to relocate to this area for some time. I can't express the excitement that I have after seeing this position become available.

The municipalities I've served in Wisconsin have provided a multitude of experiences on a wonderful career path that has allowed me to succeed professionally by supporting educational opportunities, networking and increased responsibilities over the past 20 years. I have attained the highest level certifications from both the International Institute of Municipal Clerks and the Wisconsin Municipal Clerk's Association. I have a proven track record of providing positive leadership with integrity and efficiency while being helpful and courteous to the residents of Wausau, Stoughton and now, Brookfield, Wisconsin.

I am at an advanced level in my career where I can give back to my profession by sharing my knowledge with others as a peer mentor to clerks across the state. I am also an instructor at the UW-Green Bay Clerk's Institute as well as serving in various leadership roles at the Wisconsin Municipal Clerks Association. I was honored to serve as President of the Wisconsin Municipal Clerks Association in 2018-2019. I also served on the board from 2014 to 2020. Throughout my career, I have also worked with state representatives to pass legislation to benefit the voting process for all constituents. I practice my core values of optimism, honesty, respect, responsibility, continual growth, and giving back to others, both personally and professionally, every day. I am certain that I possess the leadership skills, knowledge, experience, and personality traits you are seeking to serve the City of Venice and its resident as its next professional City Clerk.

I am very excited about this opportunity and have a genuine interest in continuing my professional career in the City of Venice. My resume is enclosed electronically for your review. I look forward to meeting with you. Thank you for your consideration.

Respectfully,

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