

October 2023

To Whom It May Concern,

I have tendered this letter to enthusiastically recommend Jenna Smith for her outstanding contributions and achievements during her tenure with Cumorah Academy.

For the past year, Jenna has demonstrated exceptional dedication, creativity, and professionalism in her role that included teaching the in-person and online English Language Programs (ELP) that adhere to the *Common European Framework of Reference for Languages* (CEFR). As a particular noteworthy accomplishment, Jenna's effectiveness in teaching produced significant learning among her students. Over one semester, her students achieved results equivalent to a typical full year at other institutions. Jenna's humble disposition prefers to celebrate her "smart students" and avoid taking credit. However, the truth is that Jenna's remarkable success is a testament to her innovative teaching methods, commitment to student success, and ability to adapt to evolving educational needs.

Because Cumorah Academy is relatively new, Jenna played pivotal roles both in teaching and refining our ELP. After an evaluation that revealed in-person teaching the most basic levels were not cost-efficient, she created an engaging and academically rigorous online ELP. This online program not only allowed us to utilize scarce financial assets more efficiently but permitted us to expand our reach to provide quality education to a broader audience.

Jenna has shown exceptional leadership and organizational skills. She effectively managed the logistics of the in-person program, ensuring that classes ran smoothly, resources were readily available, and students received the support they needed; she consistently exceeded expectations in every aspect of her work.

Jenna consistently exhibited outstanding interpersonal skills in her interactions with both students, staff, and our visiting lecturers/mentors. Her approachability, patience, and dedication to student learning fostered a positive and inclusive learning environment. Her unwavering commitment to maintaining high standards of teaching and program management has set a benchmark for others in the field. What truly sets her apart, however, is the authentic care and compassion she exhibits toward each individual learner. Her ability to connect with students on a personal level, understand their unique needs, and provide tailored support is truly remarkable. This combination of professionalism and genuine concern for the well-being and progress of her students distinguishes Jenna in a way that is not only rarely found but surpasses even those who have been teaching for decades. Her ability to foster a nurturing and supportive learning environment is a testament to her exceptional teaching skills and her innate capacity to inspire and empower learners.

In summary, Jenna has made indispensable contributions to our ELP. Her dedication, creativity, and the remarkable outcomes she has achieved in such a short time are truly exceptional. She has demonstrated not only her expertise in language education but also her commitment to our institution's mission of providing high-quality education.

I wholeheartedly recommend Jenna Smith for any future educational endeavors or positions related to language education, curriculum development, or program management. She is an exceptional talent who will undoubtedly continue to make a significant impact wherever she chooses to apply her skills.

If you have any questions, please do not hesitate to contact me.

Sincerely,

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