

Letter of Recommendation for Community Service (Important Details Changed)

To Whom It May Concern:

It is my great pleasure to write this letter of recommendation for Mr. Alex Anderson. Alex has been working as a volunteer in the Boys & Girls Club of the North Coast Area since Dec 2014. As a volunteer, Alex mentors groups of about 50 elementary school students, ages 6 to 11, from underprivileged backgrounds in North Coast Area on a weekly basis. I have had the pleasure of viewing Alex's development over the past 2 and half years, and I can state with confidence that he is a compassionate and responsible person with great integrity.

As College Bound Coordinator at Boys and Girls Club, I feel that I know Alex very well. Alex started with helping our students out with homework but soon became a mentor and teaching assistant for them. He encouraged students to make positive life decisions in the classroom and outside of the classroom. Alex connects with the children, and I can see that they really look up to him as a role model. I appreciate that Alex has shown his dedication to our organization and its mission through his longtime commitment to volunteering his time.

I have been very impressed by Alex's teaching skills. He often volunteers as a teaching assistant in our classrooms. He tutored students in subjects including English, biology, earth sciences, and mathematics. He has strong Spanish language skills and is able to mentor kids in both English and Spanish. When working with students, Alex always shows the right amount of patience and encouragement. The lead teachers always say that Alex is helpful, easy to work with, and dedicated to the students. I think that Alex has great potential as a future educator.

Alex also acted as a coach for dodge ball, T-ball, and flag football. In this role he was very popular with the kids.

I remember one particular incident that showed Alex's leadership skills. Alex was leading a group of 50 children when a bee swarm attacked them. Alex calmly led the students away from the danger. As a result of his level-headedness, the students only left with a few bee stings. Alex is very calm under pressure, and that is a good trait for a future leader.

Based on my observation, Alex has strong leadership skills, teaching abilities, Spanish language skills, and commitment to community service. I highly recommend him without reservation. I sincerely hope that you give his application favorable consideration. If you need any further information about Alex, please do not hesitate to contact me.

Sincerely,

Ellen Austin
Area Director for the Boys and Girls Club