

April 25, 2018

To Whom It May Concern,

It is my pleasure to recommend Robin Kinney for a position as a Library Media Specialist. Robin was a long term substitute in our media center from January to April 2018. The qualities that Robin demonstrates are professionalism, knowledge of library systems, and a commitment to making a difference.

Robin conducts herself professionally, and she demonstrates warmth and rapport with students and staff. She is always willing to stop what she is doing to assist a student or staff member, and she does it with a smile. Robin willingly agreed to work a non-traditional high school schedule in order to help keep the media center open longer hours in the afternoon, and she was always on time, if not early to work.

Robin has a thorough knowledge of library systems having worked as a public librarian, as well as a substitute for Library Media Specialists in more than one school system. For instance, Robin understands the workings of circulation systems and the Dewey Decimal System. She tirelessly completed our inventory, identifying items in the collection that were not catalogued correctly and submitting the necessary paperwork to have those items correctly catalogued, which was a tremendous help.

Finally, Robin has read children's and young adult literature extensively, and when a 9th grade English teacher asked for 150 science fiction and fantasy books, Robin selected books and also videotaped herself explaining the differences of the genre and giving book talks so the students would have some recommendations.

Please consider Robin Kinney for your next hire.

Binki McKenna

Library Media Specialist

Reservoir High School (410) 888-8850

