

Committee Final Report

NOTE: ** = Required Field

****Type of report being submitted:** Committee Final Report

****Date:** 7/2/2012

****Committee Name:** NMRT Resume Review Service

****Supervising Board Member:** Coral Sheldon-Hess

****Chair, Co-Chairs, Assistant Chairs:** Heather Acerro & Jodie Borgerding

****Committee members:**

Emily Kornak

Jim Staskowsky

Jodie Borgerding

LaDonna Pierce

Tahirah Akbar-Williams

Tom Reinsfelder

****Goals, Objectives, Projects completed (including, but not limited to, any procedures, tip sheets, checklists, etc. created during the reporting year):**

Resume Review Service at Midwinter for 118 job seekers

Resume Review Service at Annual Conference for 126 job seekers

Email resume review service for 77 job seekers.

Surveyed email resume review service users each quarter.

Article for Footnotes.

Updated "Tips for Chairs" document.

Surveyed midwinter reviewers and reviewees.

****Action Items/Issues To Be Resolved – What plans/projects remain which will be carried over or postponed until next year? Have there been any substantial changes in plans requiring a reconsideration or cancellation of projects? Information regarding such will be helpful for future chairs and planners.**

Survey annual reviewers and reviewees.

Financial Report Section:

Your budget appropriation (see budget)	a. 100
Amount which you have spent this year	b. 0
Difference between budgeted amount and amount spent (a-b)	c. 100

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