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FOIA MARKER

**This is not a textual record. This is used as an
administrative marker by the George Bush Presidential
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Record Group/Collection: George H.W. Bush Presidential Records
Collection/Office of Origin: Chief of Staff, White House Office of
Series: Baker, James A., III, Files
Subseries: Administrative Files

OA/ID Number: 93000
Folder ID Number: 93000-003

Folder Title:
Resumes [2]

Stack:	Row:	Section:	Shelf:	Position:
G	0	0	0	0

MIKE A. ORTEGA

(703) 522-7147
(703) 522-2280

APARTMENT 102
2613 ARLINGTON BOULEVARD
ARLINGTON, VIRGINIA 22201

THE WHITE HOUSE
Washington

Date 10-23-91

To: *Jan*

*Here is the resume
of that industrious young
man I spoke to you about.*

Thanks,

From:

Mike Ortega
Mike Ortega
Mail Analysis
OEOB Rm 54-A
x6600 - Evenings

MIKE ORTEGA
2613 Arlington Boulevard #102
Arlington, Virginia 22201
(703) 522-2280 (Hm)
(202) 456-6600 (Ofc)

CURRENT EMPLOYMENT:

SUPERVISOR, WHITE HOUSE CORRESPONDENCE 1983 - PRESENT

The White House, Washington, D.C. 20500

- Supervise the evening-shift operation of White House Mail Analysis, directing the work of 8-10 Mail Analysts and data entry users
- Assisted in the initiation and maintenance of a computerized system to streamline White House correspondence processing and file management
- Serve as writer/editor for correspondence of the White House Chief of Staff; secure needed clearances for responses to hundreds of writers
- Manage the disposition of all incoming messages (letters, cards, telegrams, FAX, etc.) addressed to the President for distribution in accord with White House directives

MEMBERSHIP SERVICES REPRESENTATIVE

1983 - PRESENT

The American Academy of Physician Assistants (AAPA)

(part-time)

950 North Washington Street, Alexandria, VA 22314

- Maintain AAPA's membership data base in current updated form in all member service areas: new member additions/deletions, continuing medical education logging, biographical survey data and address changes
- Operate and employ the VAX-VMS word processor and various DECmate software, utilizing all document processing features. On an "on-call" basis for all department needs of the AAPA

PREVIOUS EMPLOYMENT:

MAIL ANALYST, WHITE HOUSE CORRESPONDENCE

1978 - 1983

The White House, Washington, D.C. 20500

- Responsible for the specialized handling of "official" and "more important" correspondence from State and local officials, Cabinet members, Members of Congress, national organizations, unions, and other public-interest groups, and acting on them with accurate immediate action on the President's behalf. Translated some letters and documents from Spanish to English
- Reviewed and analyzed a broad range of Presidential correspondence, inquiries and casework

PARK TECHNICIAN, DEPT OF INTERIOR, NATL PARK SERVICE

1976 - 1978

1100 Ohio Drive, S.W., Washington, D.C. 20242

- Provided information services at the historic Union Station-National Visitor Center, Columbus Plaza in Washington, D.C.
- Responsible for interpretive talks on national historic sites, parks, monuments, for nationwide travelers; assistance in Spanish

EDUCATION: B.S. in Foreign Service, Georgetown University, 1978
M.A. in Latin American Studies, Georgetown University, 1983

MEMBER: Board of Directors, American Red Cross, Arlington County Chapter
The New Mexico State Society of Washington, D.C.
The Washington Crossing Foundation, Washington Crossing, PA
The National Eagle Scout Association, 1971 Eagle

REFERENCES AVAILABLE ON REQUEST

(JAN 1991)

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
01. Form	SF 171 and Continuation Forms Re: Karen Ann Smitsky (10 pp.)	12/03/91	(b)(2), (b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Chief of Staff to the President, Office of the
Series: Baker, James A. III
Subseries: Administration Files
WHORM Cat.:
File Location: Resumes [2]

Date Closed: 4/17/2003	OA/ID Number: 93000-003
FOIA/SYS Case #: 2000-0715-F	Appeal Case #:
Re-review Case #:	Appeal Disposition:
P-2/P-5 Review Case #:	Disposition Date:
AR Case #:	MR Case #:
AR Disposition:	MR Disposition:
AR Disposition Date:	MR Disposition Date:

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P-3 Release would violate a Federal statute [(a)(3) of the PRA]
P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
(b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
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(b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
(b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
(b)(9) Release would disclose geological or geophysical information

KAREN A. SMITSKY

Secondary and Intermediate School Teacher; Fairfax County Public Schools 1990-present

Responsible for general music and choral activities, including several public performances each year. Developed curriculum for beginning guitar class and supplemental material for piano and general music courses. Piano classes were featured on Channel 21's "Montage" program.

Special Assistant to the Assistant Secretary of Labor (MSHA) 1988-89

Served as intermediary between the Assistant Secretary and his subordinate offices, consultants and advisors, other agencies of the DoL, and Congressional staff members. Represented the Assistant Secretary at meetings and served as his spokesman in dealings with the Congress, other elements of the Department and with other Federal Agencies. Explained and advocated the Assistant Secretary's attitudes and policy determinations and kept him informed as to significant developments and/or potential problem areas. Responsible for projects and studies that required fact-finding research and extensive personal contacts to develop information for the use of superiors in furtherance of the policies of the Administration and the DoL.

Special Assistant for External Affairs - Office of Operational Test & Evaluation, U.S. Department of Defense 1987-88

Assisted the Deputy Director in accurately presenting DoD Operational Test & Evaluation issues to Congress, and implementing strategies for advocacy of these policies. Managed production of the OT&E Annual Report to Congress, required by law. Coordinated report activities among OT&E staff and the Services. Coordinated publication of the OT&E monthly highlights report to the Secretary of Defense and the Congress. Processed all Congressional transcripts regarding OT&E, security review requests, FOIA requests and media requests. Served as principal OT&E point of contact with the DoD Inspector General office, the General Accounting Office, and various Service agencies as necessary to accurately present OT&E issues and views.

Confidential Assistant to the Assistant Secretary of Defense (P&L) 1987

Responsible for maintaining the calendar of the ASD(P&L) including daily appointments with members of the P&L staff, OSD, USD(A), Secretaries of the Military Departments, Members of Congress, other high government officials, representatives of Fortune 500 companies, and representatives of foreign governments. Organized all speaking engagements for the ASD(P&L) including all logistical arrangements, liaison with host organizations, and travel. Insured that the ASD(P&L) had been briefed and had the necessary materials for guidance on matters to be discussed such as directives, policy decisions, reports, and legislative documents. Provided administrative guidance and assistance for the DASDs' staffs in the coordination and management of a wide variety of complex and sensitive projects and studies.

Special Assistant to Congressman Elton Gallegly (R-CA) 1987

Responsible for developing an efficient method for handling the Member's daily schedule, including coordination with the District offices, Committee staffs, and leadership offices. Responsible for all travel arrangements for the Member and Administrative Assistant. Wrote and organized all personal correspondence for the Member. Assisted in supervision of office staff. Provided guidance and input to the Member regarding appointments and speaking engagement requests.

Director of Delegate Relations - White House Conference on Small Business 1985-86

Responsible for developing a system to elect 1800 delegates nation-wide to attend the National Conference in Washington, including voting rules and procedures, delegate criteria, state delegation totals, and delegate registration requirements. Supervised the actual delegate elections at thirty-five state Conferences. Served as principal liaison to thirteen delegations in addition to serving as director of the liaison staff. Supervised a staff of five.

Special Assistant, Office of Legislative and Congressional Affairs, U.S. Department of Labor 1984-85

Conducted research concerning the Youth Employment Opportunity Wage Act and its legislative history. Established contact with House offices to obtain co-sponsors for the legislation.

Congressional Liaison Officer, Reagan-Bush '84 1983-84

Assisted Ken Duberstein as principal day-to-day campaign contact for House and Senate Republicans and their staffs. Provided recommendations to achieve the most effective involvement of Members in actual and projected campaign activities. Worked closely with the Congressional Reagan-Bush steering committee and the Republican National Committee. Served as Staff Coordinator of the Caucus Team operation at the Republican National Convention. This involved coordinating the activities of over one hundred members of the Cabinet, Senate, House and Republican Governors, and a staff of sixty.

Executive Assistant/Office Manager, U.S. House of Representatives 1980-83

Served in this capacity for Congressman Jack Kemp (R-NY) and Congressman Dan Burton (R-IN). Responsible for the initial opening of a Congressional office, including such duties as analyzing the objectives of the office and its policies. Developed an efficient method of organization for the Member's daily schedule, travel, personal papers, and office correspondence. Organized all meetings of the full House Republican membership. Maintained all financial records for the Washington and District offices, and for several leadership offices.

Political Staff Assistant 1977-1980

Organized and supervised fundraising events, meetings, and press conferences for several political organizations, including the Republican National Committee, Missouri Freedom to Work Committee, and the Georgia Republican Party. Responsible for operation of the New Republican Victory Fund PAC. Organized fundraising meetings, maintained financial records, and monitored direct mail activities. Served as executive assistant to Charles R. Black, President of Black, Manafort & Stone.

Secondary School Teacher, Fulton County Public Schools, Atlanta, Georgia 1975-77

Director of three choirs. Instructor in various musical subjects. Prepared several major concerts per year, including Festival competition. Responsible for maintaining state and county records.

Personal

Education: Master of Music - West Virginia University, 1974
 Bachelor of Music - West Virginia University, 1973

Honors: West Virginia State Board of Regents Scholarship in Music. West
 Virginia State Scholarship. Magna cum laude graduate, dean's list.

address: 4535 Little River Run Dr.
 Annandale, VA 22003

phone: 703/750-3342 (res.)
 703/560-2060 (off.)

324 North Columbus Street
Alexandria, VA 22314
April 14, 1992

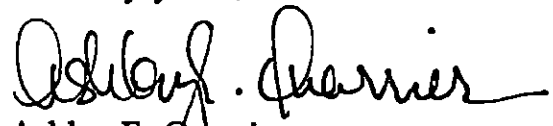
Ms. Jan Burmeister
Office of Presidential Correspondence
Old Executive Office Building
Washington, DC 20500

Dear Ms. Burmeister:

I am writing to you to let you know that I have accepted a position at the Republican National Committee in the Political Division working as Jane Abraham's executive assistant. I am really looking forward to this wonderful opportunity and am willing to do anything that will benefit the Republican Party and aid in the re-election of President Bush. However, it is my goal to ultimately return to the White House, and I very much hope that you will keep me in mind for a position should it become available in 1993.

Thank you for your time and your kind consideration.

Sincerely yours,


Ashley E. Quarrier

STEPHEN M. COHEN

215 C Street S.E. Apt. 204
Washington D.C. 20003-1926
202.547.3632
202.260.9930 (fax)

P.O. Box 426
Main Street
Damariscotta, ME 04543
207.563.3894

- Objective** To obtain a position with a foremost and innovative financial services organization where superior leadership, analytical and communication skills will be of great value.
- Education**
1987 to 1991 **Northwestern University, Evanston, IL**
Graduated with Bachelor of Arts, June of 1991
Double Major: Economics and History
GPA: Major 3.35/4.0, Cumulative 3.16/4.0
Computer Experience: Apple-MS Word; IBM-Lotus 1,2,3; Wordperfect
- 1983 to 1987 **Lincoln Academy, Newcastle, ME**
Graduated in top 5% of class
Elected president of National Honor Society
Awarded Maine State Elk's Academic Scholarship
- Experience**
10/91 to 4/92 **Old Maine Art Shop, Damariscotta, ME**
Participant in day-to-day decision making as Assistant Manager
Operate picture framing department while assisting with retail sales
Perform various bookkeeping functions for business
Acquiring experience by learning many facets of small business operations
- 6/91 to 10/91 **990 Lake Shore Condominiums, Chicago, IL**
Preserve structural integrity of condominium using preventative maintenance
Resolve variety of mechanical problems for unit owners
Responsible for sustaining cleanliness and smooth operation of building
- 9/87 to 6/91 **Northwestern University, Evanston, IL**
Promotion to Conservation Lab Supervisor after one year
Supervised and coordinated work of 16 student employees
Encouraged an atmosphere of creativity and productivity
Repaired and conserved library collections while maintaining strong communication with library personnel
- Activities & Interests**
Elected to dormitory Executive Board (1987-1990)
Served as Publicity Chairman for Northwestern University's Student Blood Services (1988-1991)
Volunteer at Round Top Center for the Arts - member of Finance Committee (12/91 to 4/92)
Enjoy traveling, reading, impossible challenges and philanthropic endeavors

Ashley Elizabeth Quarrier

324 North Columbus Street
Alexandria, VA 22314
(703) 683-5024

EDUCATIONAL DATA

A.B., Sweet Briar College, Sweet Briar, Virginia. Class of 1991.

Major: Music Minor: Anthropology

Honors: Recipient of college scholarship for solo applied music (voice).

Excellence in Music award.

Activities: Musical Director of an acapella singing group, The Sweet Tones; Chairwoman of Publicity Committee, Fall Weekend; Q.V.'s (honorary sophomore society); music department representative, Academic Affairs Committee; Judicial Committee; D.J. for WDUZ—the campus radio station; College Republicans.

Royal Holloway and Bedford New College, University of London, Egham, Surrey, England, September 1989–June 1990.

The School for Field Studies, Kenya, East Africa. Summer 1989.

Cranbrook Kingswood School, Bloomfield Hills, MI. Class of 1987.

Honors: Louella Hausser Award for positive attitude and promotion of team unity; Booth Citation for strong leadership.

Activities: Vice President, Junior and Senior Class; Captain, Varsity Women's Tennis; Manager and first soprano section leader, Madrigal Singers.

Northwestern University, Evanston, IL, School of Music. Cherub Program, Summer 1985.

WORK EXPERIENCE

Kelly Temporary Services, Alexandria, Virginia

November 1991 – present

Mrs. Bush's Correspondence Office

The White House, Washington, D.C.

June–October 1991

INTERN. Read/code/research incoming mail; draft answers to letters; re-type letters; handle special requests/messages for Millie's appearances and for Millie bookplates.

Department of Education, Washington, D.C.

January 1991

INTERN. Worked in Corporate and Community Liaison Office. Duties included compiling a data base of educational partnerships and completing general office responsibilities.

Sweet Briar College, Sweet Briar, Virginia

September 1990–May 1991

STUDENT ASSISTANT/TUTOR in the Music Department.

Leaseway Transportation, Birmingham, MI.

Summer 1990

ADMINISTRATIVE ASSISTANT, Human Resources Department. General office duties; communication with all subsidiary companies.

Sweet Briar College, Sweet Briar, Virginia

September 1988–May 1989

RESIDENT ADVISOR, chosen out of 113 applicants for this paid position. Responsible in a residence hall of 100 for peer counseling and developmental/educational programming.

United States Information Agency, Washington, D.C.

Summer 1988

INTERN. Worked in the German American Contacts Office. Learned and utilized the Wang Word Processor and completed general office duties.

Au-Pair, Bordeaux, France

Summer 1986

Spoke French only. Total responsibility for the care and feeding of three children, ages 1½, 8, and 12. Traveled with family throughout France.

SKILLS AND ABILITIES

Fluent French; ability to relate well with people; extremely adaptable to new surroundings; strong communication skills; knowledge of general office procedures; familiar with microcomputers.

COMMUNITY SERVICE

Member of the Marquis Club (sponsors soup kitchens and other community events).

for Boc

NESTLÉ USA, INC.

800 NORTH BRAND BLVD.
GLENDALE, CA 91203
TEL. (818) 549-6000
FAX (818) 549-5884

March 5, 1992

Ms. Jan Burmeister
Room 19
The White House
Washington, D.C. 20500

Dear Jan,

Joan and I enjoyed seeing you again, and in particular the personal tour of the Executive Office Building, The White House, including the press room...naturally that was of personal interest.

Your suggestion was interesting for the potential inclusion of Timm Crull, our Nestlé USA Chairman and CEO, in a White House/Presidential commission or group. We have a number of our people who are active with various Federal agencies including FDA. While I realize these things may take some time to accomplish, he would be interested in being involved at the White House/Presidential level. His areas of particular interest include food, nutrition, foreign company involvement here (i.e. Nestlé), among others. I can expand more on this as we talk.

Since Timm oversees the United States and Canada as part of the largest food company in the world, he is a frequent international traveler. As an American, he has a unique position to bring both from a U.S. as well as foreign perspective.

Enclosed are his biography and picture as requested.

Most Cordially,



Dick Curd
Director External Communication

NESTLÉ USA, INC.

800 NORTH BRAND BLVD.,
GLENDALE, CA 91203
TEL. (818) 549-6000
FAX (818) 549-5884

TIMM FARRELL CRULL

Born in Birmingham,, Michigan, February 10, 1931, Timm Crull obtained his Bachelor of Arts degree in Business Administration (Marketing) from Michigan State University in 1955. His college education was interrupted for two years (1951-53) by the Korean Conflict, during which he served in the U.S. Navy.

Mr. Crull was recruited from college by the Carnation Company in 1955, beginning his sales career in the Detroit area. He progressed through the sales ranks and transferred to Carnation's world headquarters in Los Angeles in 1962 where he was first appointed Sales Manager in the Grocery Products Division, then in 1967 to Vice President. His general management duties led to his promotion in 1973 to Group Vice President with responsibility for the Food Service and Pet Food Divisions in addition to his corporate retail sales and marketing duties. His appointment to the Carnation Company Board of Directors first came in 1972.

Then, in September 1977, Mr. Crull resigned as Director, Senior Vice President and member of the Executive Committee to accept the position of President and Chief Operating Officer as well as Director of Norton Simon, Inc. He continued in this role, supervising the activities of Hunt Wesson Foods, Max Factor, Avis and Canada Dry among others. In January 1980 he returned to Carnation as Director, Executive Vice President and member of the Executive Committee. In addition, in March 1981, he assumed the duties as President of Carnation International with worldwide responsibility for their 17 subsidiary companies as well as his corporate administrative assignments.

Mr. Crull was elected President of Carnation Company on November 16, 1983, and named Chief Executive Officer on February 1, 1985, following the acquisition of Carnation Company by Nestlé S.A. of Switzerland. On January 1, 1991, Mr. Crull was appointed President and CEO of the newly formed Nestlé USA, Inc. Nestlé USA, Inc. is a consolidation of the Nestlé food and beverage companies in the United States with sales of 7.3 Billion dollars.

In January 1992, Mr. Crull was elected Executive Vice President (Directeur General) of Nestlé S.A. He is responsible for all Nestlé activities in the United States and Canada, with the exception of Alcon. Mr. Crull assumed the title of Chairman and remains Chief Executive Officer of Nestlé USA, Inc.

He serves as a member of the Board of Directors of Hallmark Cards, Inc., The Security Pacific National Bank and Security Pacific Corporation, Los Angeles Area Chamber of Commerce, Childrens Hospital of Los Angeles, Art Center College of Design, Grocery Manufacturers of America, Inc., and American Woman's Economic Development Corporation (AWED).

Mr. Crull is married, with two children, and resides in San Marino, California.

Nestlé Food Company Nestlé Beverage Company Nestlé Brands Foodservice Company
Nestlé Frozen/Refrigerated Food Company Stouffer Hotels, Resorts and Restaurants Wine World Estates



ONE OF US . . .

Crime and drugs are turning our neighborhoods into battle grounds. Taxes keep going up, but the government deficit just gets worse. Public education isn't doing the job, unemployment is too high, and American business is not competitive abroad.

Our leaders say the problems are out of their control, or too big to handle; or somebody else's fault; or simply not fixable.

Chuck Williams knows that's nonsense, and so do you!

Chuck Williams is not a professional politician. He doesn't have a loophole in the law and he's not controlled by special interest groups.

He's a twenty-year Air Force veteran, a decorated combat flier, a businessman, a husband and a father, and a native Californian.

Chuck believes that professional politicians can't solve our problems because they are the problem! That's why he favors term limitations for Congress.

That's also why he's running. Because it's time to make tough choices and try new solutions. Time to reform Congress and put the federal government on a diet. Time to return control of our government to the hard-working Americans who make this country great.

CHUCK WILLIAMS FOR CONGRESS

. . . FOR A CHANGE.

Paid for by Chuck Williams for Congress '92

CHUCK WILLIAMS U.S. CONGRESS



ONE OF US, FOR A CHANGE

JOHN C. "CHUCK" WILLIAMS

6847 Portofino Court
Rancho Cucamonga, California 91701

March 14, 1992

Dear Jan,

We're off and running!

As you may remember from our Christmas letter I am running for Congress from Southern California. We kicked off our campaign February 6th and are now into the fundraising and speech making phase. Which brings me to the point of this letter.

In order for this campaign to succeed, I need your help.

I realize that this is an abrupt way to start off a letter, but I believe in putting the bottom line up front. The world is full of people (many of them politicians) who will tell you what they think you want to hear.

Not me. I'm dedicated to telling the truth to the voters as well as my friends and family. That is my approach to this letter, our campaign, and to the service I intend to give as a member of Congress.

Simply stated. I have two opponents in the Republican primary. They have money, powerful allies and special interest support.

All I have is you. You and the truth.

And as Ralph Waldo Emerson said, "One man and the truth is a majority."

But Ralph never had to run a Congressional campaign, so he neglected to address the need for money too.

That's why I'm writing to you today. I need you to send me a contribution of \$500.00, ... \$250.00, ... or even \$100.00.

I hate to impose on our friendship, and I wouldn't ask you if I didn't need it. But money is the mother's milk of politics, and I figure I'll need \$78,660 to win the June 2nd primary.

I'm putting up the first \$5,000. It's not easy, but Barbara and I feel our country and our children's future are worth the sacrifice.

Can you help me today?

I know times are tough, but at times like these it's more

important than ever that we stand up and be counted.

You and I both know that the Congress of the United States is out of control. They can't balance the nation's budget, and they can't balance their own checkbooks.

Not only can't they solve our nation's problems, they don't even pay their restaurant bills!

The only way to clean up Congress is to clean it out - and that means electing normal, hard working Americans to Congress. People who don't plan on making a career out of politics. Folks like me who want to get the job done and then come home.

One other thing. I'm not wealthy, and I'm not a politician who has made a career out of spending other people's money. So I'll get good value out of your contribution.

I plan on squeezing each dime so that it screams for mercy.

Please send what you can today!

Barbara and I will never forget your sacrifice.

Sincerely,

Chuck

CHUCK WILLIAMS

PS. If you can send your check right away, I would really appreciate it. The campaign is just getting rolling and start-up money is essential to our success. June 2nd is only a few short weeks away.

Thanks again.....

*Jan,
This is it - just as
we said we would.
Hope all is well with you.
Thanks for all your support,
Chuck*

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
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October 15, 1991

FAX TRANSMISSION SHEET

FROM: Amy L. Schwartz MS
647-1780; FAX 647-9519

TO: Jan Burmeister, Rm 19
456-2708; FAX 456-6670

Per our conversation, here is a copy of Barbara Stoll's resume. As I mentioned, she has her hands full raising twin baby boys, but would be available for limited part-time work (e.g., on Saturdays).

I hope we have a chance to get together again at some point.

1 page follows

OCT 17 1991 17:53

8202 647 9519 PAGE 0011

Photocopy-Preservation

BL

JOHN STOLL

6926 Jefferson Avenue
Falls Church, VA 22042

(703) 237-5485

* Falls Church City Public Schools Sept 80 - Present
Instructs 32 adult students in English as a Second Language (ESL) two evenings each week.

* U.S. Embassy - Baghdad, Iraq Aug 89 - Dec 89
Community Liaison Officer organizing activities for Embassy personnel. Wrote and designed Embassy newsletter. Handled all correspondence and cables with incoming families.

* American Cultural Center - Baghdad, Iraq Jan 89 - July 89
United Nations Regional Center - Baghdad, Iraq
Teaching Beginning, Intermediate, and Advanced English students in a classroom setting and in individual lessons.

* Department of Education - Washington, D.C. Oct 87 - Dec 88
Executive Assistant to the Deputy Under Secretary supervising 10 regional centers across the United States with 50 employees. Chief of Staff managing 125 employees and responsible for correspondence, budget, personnel, and policy decision. Developed and implemented the U.S.-United Kingdom Teachers Exchange with 24 participants.

* Department of Education - Washington, D.C. Dec 85 - Oct 87
Associate Director of Scheduling supervising 8 employees who handled all invitations and briefings for Secretary William Bennett. Wrote and/or edited all responses to invitations for the Secretary.

* Courtesy Associates - Washington, D.C. Jan 85 - Dec 85
Director of Communications handling all telecommunications needs for the corporation and supervising 25 employees who handled answering and secretarial service for 1000 clients.

* Southwestern Bell - St. Louis Feb 77 - Jan 85
Served in 8 management positions in the Marketing Department where I: developed compensation plan for 1000+ employees; was responsible for five-state territory and sales ideas for products marketing; directed a Direct Mail/Direct Response Center; managed five executive presentation centers for high-level customer demonstrations.

Political Experience

1984 District Leader, St. Louis County Reagan-Bush Campaign
1980 Worker, Bush for President Campaign, Kansas City
1972 Worker, Kit Bond for Governor Campaign, Kansas City

Education

1988 Certificate in ESL, Georgetown University
1970-74 BS in Education, Central Missouri State University

Photocopy-Preservation

PATRICIA G. JOHNSON
12246-2 Runnymede Street
North Hollywood, California 91605

(818) 764-9038
(714) 768-3172

Profile

Accomplished communications professional with broad-based experience in public relations, public affairs, marketing, internal communications and consumer affairs. Proven strategist and contributor to the achievement of business, as well as communications, goals. Experienced senior level manager and administrator.

Professional History

WORLD VISION

1989 to 1991

Monrovia, California

Director of Public Relations

Provided the direction for and management of this large international relief and development agency's U.S. public relations activities.

- ☐ Managed the media relations and magazine departments; directed the activities of outside public relations counsel.
- ☐ Developed and implemented an Hispanic public relations program to complement marketing and English-language efforts.
- ☐ Created a crisis communications program and conducted management training activities.
- ☐ Oversaw the publication of large-circulation periodicals, as well as other World Vision communications pieces.
- ☐ Worked with organization fundraisers to develop grant proposals for major corporate donors and foundations.

EDELMAN PUBLIC RELATIONS

1986 to 1988

Los Angeles, California

Vice President/Group Manager

Developed and managed public relations programs for such clients as American Honda Motor Company, American Express Travel Management Services, D.A.R.E. (Drug Abuse Resistance Education) and General Telephone Company.

- ☐ Developed, staffed, budgeted and oversaw the implementation of marketing support, consumer information, public affairs and communications training programs for various agency clients.
- ☐ Managed the interface between the agency and assigned clients.
- ☐ For D.A.R.E., worked with Congress, the White House and other officials to gain national recognition for the program.
- ☐ Cultivated new business for the agency—developed leads, capabilities presentations and new business proposals.

KAL KAN FOODS, INC.

1982 to 1986

Los Angeles, California

Public Relations Manager

Founded, built and directed the public relations function for Kal Kan, the U.S. pet food division of Mars, Inc. Helped set the course and manage the company's emergence from a low profile organization to a visible contender in the \$5 billion U.S. pet food industry.

- ☐ Developed and directed corporate communications, brand marketing and employee communications efforts.
- ☐ Built and managed consumer, government and trade relations functions.
- ☐ Created issue and crisis management programs and conducted ongoing crisis communications training.
- ☐ Developed contributions policies and guidelines and administered the company's donation budget.
- ☐ Administered \$1.8 million departmental budget. Oversaw brand support budgets of up to \$7 million.

SIX FLAGS CORPORATION

1977 to 1981

Los Angeles, California

Manager of Corporate Public Relations

Responsible for the total scope of public relations activities for Six Flags as it grew from a regional to a national company.

- ☐ Developed and coordinated national and multi-park publicity and promotional efforts.
- ☐ Provided direction and support to field public relations staff. Supervised corporate public relations agency.
- ☐ Cultivated major television production and programming contacts and developed with them highly rated network and syndicated location filmings.
- ☐ Developed outside experts as spokespersons on relevant topics such as family leisure, youth employment and travel.

AMERICAN FREEDOM TRAIN FOUNDATION

1975 to 1977

Baileys Crossroads, Virginia

Director of Field Operations/Publicity

As one of the founding members of the American Freedom Train team, formulated and supervised the implementation of public relations and marketing programs for the nation's largest Bicentennial project.

- ☐ Planned and implemented national and local market advertising, promotion and public relations activities.
- ☐ Developed all materials used in marketing and publicity activities for the train's 135-city nationwide tour.
- ☐ Oversaw community efforts and handled physical arrangements associated with the train's visit, working closely with city, county and state officials and Bicentennial committees.
- ☐ Hired, trained and supervised field public relations staff.

NBC ENTERTAINMENT CORPORATION

1972 to 1975

Los Angeles, California

Advance Representative

Directed publicity and promotion efforts for the "Disney On Parade" and "Peter Pan" touring shows throughout the U.S., Canada and Mexico. Traveled to 18-20 cities a year in advance of the show arranging media events, placing stories and setting up promotional tie-ins with retailers and local media outlets.

VIACOM INTERNATIONAL

1971 to 1972

New York, New York

Promotion Manager

Produced and distributed sales presentation materials for television programs in domestic syndication and international distribution. Prepared marketing materials for instructional audio cassettes.

UNITED ARTISTS RECORDS

1970 to 1971

New York, New York

East Coast Representative — Product Development Group

Designed and coordinated public relations and marketing activities for United Artists' products and artists. Auditioned submitted material and handled preliminary contract negotiations with potential artists.

SMOTHERS, INC.

1969 to 1970

Beverly Hills, California

Director of Public Relations

Designed and implemented public relations and advertising campaigns for Smothers, Inc., and its entertainment properties.

JOHNSON PUBLIC RELATIONS

1968 to 1969

Los Angeles, California

Principal

Handled publicity and promotional activities for individuals and organizations in the entertainment industry.

Free Lance Writer

- ☐ Contributor to various publications including LOOK, SATURDAY EVENING POST, ROLLING STONE, and major newspapers nationwide.
 - ☐ Published film and record reviewer.
 - ☐ Television script writer.
-

PROFESSIONAL DEVELOPMENT

- ☐ Regular guest lecturer at USC, UCLA, Pepperdine, and California State University-Los Angeles and Dominguez Hills campuses.
 - ☐ Chairman of the Publicity Club of Los Angeles' most successful annual professional development seminar in 1980.
 - ☐ Past professional development chairman for the Public Relations Society of America, Los Angeles Chapter.
-

AFFILIATIONS

- ☐ Past Officer, Public Relations Society of America, Los Angeles Chapter
 - ☐ Past Officer, Publicity Club of Los Angeles
 - ☐ Public Relations Committee and State & Local Affairs Committee, Pet Food Institute
 - ☐ UCLA Extension Public Relations Advisory Committee
 - ☐ State & Local Affairs Committee, Los Angeles Area Chamber of Commerce
 - ☐ Fellow, National Association for Search & Rescue
-

EDUCATION

University of California at Irvine
Major: Psychology Minor: Journalism

JEAN KATHRYN GOSSMAN

215 C Street, S.E.
Apartment 404
Washington, DC 20003
(202) 546-4838 (Home)
(202) 401-2915 (Office)

PROFILE

Eleven years of experience in campaigning for, and working with, elected officials; focusing on research, analysis, and writing; planning and management.

EXPERIENCE

SPECIAL ASSISTANT TO THE DEPUTY UNDERSECRETARY: Office of Planning, Budget, and Evaluation, U.S. Department of Education. Issue research, analysis and presentation; special projects in Budget Service: program analysis, preparation of Office of Management and Budget submissions and Congressional Budget Justifications on assigned accounts; writing reports; and technical support on policy management-by-objective plan. One-week detail to White House Office of Public Liaison.

ADMINISTRATIVE ASSISTANT: Office of Bob Boyd, Ward Six Member, District of Columbia Board of Education. Strategic planning, administrative and executive support; surrogate with education community and constituents. Handled education issues, particularly minority education, special education, and school finance; constituent services; newsletter production; community projects; and list development. Managed phone bank in re-election campaign. 1988-1989.

LEGISLATIVE CORRESPONDENT: Office of Rep. Barbara F. Vucanovich (R-NV). Tracked legislation, researched and wrote constituent correspondence on all legislative issues, particularly health, Medicare, education, environment and interior. 1986-1988.

COMPUTER OPERATOR: Office of Rep. George W. Gekas (R-PA). Targeted mailings, computer filing and management independently outside of office hours. 1985-1986.

RESEARCH ASSISTANT: House Select Aging Subcommittee on Retirement Income and Employment. Researched and wrote memoranda on issues affecting the elderly. Researched and wrote constituent correspondence for Ranking Minority Member Tom Tauke (R-IA). Assisted in coordinating field hearings, recruited and supervised volunteer interns. 1985.

TRAINING SUPERVISOR: Republican National Committee, Finance-Telecommunications Department. Designed and implemented employee training and development system handling up to 150 staff per month. Wrote fundraising scripts, created training tapes and instructional materials, wrote *Communicator Handbook*. Assisted in coordinating transportation for staff and donors at 1984 Republican National Convention. 1983-1984. Promoted from:

COMMUNICATOR: Briefed donors on organizational goals and activities, raised funds. 1979-1983. Two-month assignment as: **ASSISTANT SUPERVISOR:** Coleman for Governor, Roanoke, Virginia office. Trained and supervised campaign volunteers (1981).

BACKGROUND

- George Bush for President and Bush-Quayle '88 volunteer.
- 1992 B.A. candidate in Public Affairs, Trinity College, Washington. Student Senate Member.
- Avid reader, photographer, swimmer.
- Native of New York State.

REFERENCES AND WRITING SAMPLES AVAILABLE UPON REQUEST

PATRICIA MARIE THOMAS
2688 Linda Marie Drive
Oakton, Virginia 22124

WORK EXPERIENCE

1987 to Present

White House Correspondence - Assistant Director, Typing and Secretarial Unit, Correspondence Section, The White House. Responsibility for typing and producing documents and letters in various sizes and formats to be signed by the President, the First Lady and her staff, Shirley Green, and other White House staff. Duties also include:

Processing of immediate-turnaround documents such as Executive Orders, Identical Letters, Messages to Congress, and Proclamations for the Executive Clerk's Office to be routed through the Staff Secretary's office for the President's signature.

Setting priorities, guidelines, and instructions for workflow and procedures.

Training employees in use of word processing tools. Attend demonstrations of new word processing programs and assist in reporting on suitability for use in typing unit.

Assist Director in the proofreading and editing of documents processed in the Typing Unit; carry out duties of Director in her absence.

1984 - 1987

White House Correspondence - Supervisor of the word-processing unit.

Duties essentially the same as those described above, in addition to evaluating personnel performance.

1964 - 1984

White House Correspondence. (WAE appointment, working approximately 20-30 hours per week on the Night Force, while raising a family.) Clerk-Stenographer. Typed letters and documents in the Correspondence office. Also periodically assigned to various senior staff offices to perform routine secretarial duties such as scheduling, taking dictation, composing letters, etc.

1959 - 1984

The White House Staff, Special Projects. Secretarial position. During the Eisenhower Administration, worked with several consultants on the Highway Study.

1958 - 1959

State Department (Foreign Service). Secretarial position. worked in Department while awaiting clearance to be assigned to overseas post. (Never accepted assignment overseas, continued to work in Department for approximately one year.)

1955 - 1958

Kansas City, Missouri - Worked for a law firm; a specialty advertising firm (a subsidiary of Hall Brothers) and as a bookkeeper for Linwood State Bank.

EDUCATION:

Completed one year of college at St. Mary's in Leavenworth, Kansas.
Completed one year of business courses at Kansas City Junior College.

References furnished upon request:

Telephone - Business: 202-456-2304
Home: 703-620-4259

(08/11/91)

CAROLYN J. MALONEY
215 C Street, S.E., Apartment 201
Washington, D.C. 20003
(202)546-8760

POLITICAL EXPERIENCE

Industry Council for Tangible Assets Coordinator, Federal Legislative, and Regulatory Affairs (September 1990- April 1991) Responsibilities included lobbying and coordinating lobbying efforts with industry representatives and members of congress; developing fundraising program for federal projects primarily relating to Internal Revenue Service reporting and other industry regulatory agencies; and producing monthly industry newsletter.

Center for Media and Public Affairs Washington, D.C. Confidential Staff Assistant (May 1988- December 1988) Responsible for fundraising and development program; writing press releases and Center correspondence; and assisting with text revisions for Center publications including monthly media studies and a monologue, "Video Campaign: Media Coverage of the 1988 Presidential Primaries".

Joseph Cardino for Congress New York second congressional district Washington, D.C. Liason Established advance office and field coordination for public appearances, enhanced mailing list for direct mail fundraising program, and developed grassroots support (1988). **Paul Aniboli for Congress** New York second congressional district (1984) Volunteered for phone banking and literature drops.

Morton Blackwell Leadership Institute Campaign school: Learned the major components of managing a grassroots campaign; fundraising, working with printed and televised media, framing issues, building coalitions, volunteer recruitment, scheduling and organizing events, and managing crises. Washington, D.C., 1987

PROFESSIONAL EXPERIENCE

National Desert Storm Homecoming Foundation Deputy Director, Scheduling: The Official National Victory Celebration for American troops returning from the Persian Gulf War Responsibilities included preparing, updating and coordinating critical path and master schedules for National Victory Celebration events; furnishing program details and draft schedules to President George Bush, Vice President Dan Quayle, General H. Norman Schwarzkopf, and other principle attendees at Victory Celebration events; assisting with coordinating individual event schedules with site directors for logistical purposes; and producing organizational charts, signs, and response cards with Harvard Graphics software. (April 1991- June 1991)

Islip Town Supervisor's Office Assistant to Town Supervisor and Public Relations Assistant (September 1989- August 1990) Responsible for writing press releases and photo captions; also for scheduling and organizing photo sessions with the Supervisor and constituents. **Promoted February, 1990 to Assistant to Town Supervisor** Serving as Supervisor's liaison to the Department of Environmental Control and Resource Recovery Agency (recycling program) required knowledge of environmental regulations and legislation for waste stream reduction and of the processes and facilities for recycling paper, glass, plastic, metal, and yard waste; additional responsibilities included representing the Supervisor at public events and also to the Departments of Public Works and Human Services.

United States Senator Alfonse M. D'Amato Intern. Assisted with federal, state, and local constituent concerns in the Buffalo, New York district office (January 1989- May 1989).

United States Congressman Jack F. Kemp Intern. Assisted with federal, state, and local constituent concerns in the Buffalo, New York district office (January 1988- May 1988). Casework primarily required contact with the Departments of the Armed Forces, Health and Human Services, Environmental Protection Agency, and Social Security Administration.

ACADEMIC BACKGROUND

State University of New York at Buffalo Bachelor of Arts degree, 1990 Political Science Major
West Islip High School West Islip, New York - Regents diploma 1985

215 C Street, SE Apt. 201
Washington, DC 20003

June 27, 1991

Ms. Janet L. Burmeister
Director, President's Personal Correspondence
Staff Secretary's Office
Room 19 Old Executive Office Building
Washington, DC 20500

Dear Jan,

Thank you for offering to assist with my search for employment since the Desert Storm Homecoming Celebration concluded.

My research and writing skills and my political experience would be a great asset in the correspondence office of the White House. Additionally, I am available to work immediately. Although I would prefer to work full time, I am also available for part-time work and would require a salary.

For your reference, I have enclosed my resume. I also have an extensive campaign background and would be pleased to forward my references at your request.

Thank you again for your kind consideration. I look forward to talking with you soon.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Carolyn', with a stylized flourish at the end.

Carolyn J. Maloney

Carol Jeanne Upperman
12431 Old Colony Drive
Upper Marlboro, Maryland 20772
(703) 243-2422 (daytime)
(301) 627-5450 (evening)

EXPERIENCE

The Mikalix Group, Inc. - Arlington, Virginia

March 1989 - present

(President and Vice President of Health Information Designs, Inc. formed this Group)

Office Manager/Administrative Assistant to Chief Executive Officer and President. Handle all operations involving the setup and organization of The Mikalix Group and its subsidiaries (Boston-Miami-New York-Poland). Duties include: accounting, bookkeeping, payroll, monthly client billings, supply inventory/ordering, logo preparations and production/artwork, printing, and graphics. I also prepare all presentations, slide shows, spreadsheets, reports, proposals, and documents. I am the central person for arranging meetings, conventions, seminars, and travel for all employees of the Mikalix companies. Other duties include answering telephones, receiving and distributing all incoming mail, logging of all outgoing packages/mail, federal express, UPS, Xeroxing and telefaxing.

Health Information Designs, Inc. -- Arlington, Virginia

December 1986 - December 1989

(promoted internally - details below)

Executive Secretary to the President and Vice President/Supervisor - Word Processing Department. Handled all business/personal secretarial tasks for the President and Executive Vice President. Responsible for scheduling and arranging all meetings and conferences. Assisted in preparing presentations, slide shows, etc. Answered all incoming phone calls along with other general secretarial duties. I also supervised the word processing department in which my duties included: distribution and participation in all typing requests including reports, proposals, desk top publishing projects, graphics, charts, newsletters, press releases, letters, etc. for 15 managers/directors. Maintained daily logs of all incoming and outgoing projects. Oversaw and recorded all employee holiday, sick and vacation leave requests.

Office Word Processor/Backup Support to Executive Secretary to the President/Executive Vice President. Handled all typing of proposals, documents, reports, letters, etc. for 10 managers/directors. Provided backup support to the Executive Secretary to the President/Executive Vice President. Other duties included answering telephones, receiving and distributing all incoming mail, logging of all outgoing packages/mail, federal express, UPS, Xeroxing and telefaxing.

Transportation Institute -- Camp Springs, Maryland

March 1985 - December 1986

(Resumed previous position with Transportation Institute)

Confidential Administrative Secretary to Counsel/Word Processing Trainer. Responsible for the work of the Counsel and one senior lobbyist dealing extensively with congressional and company issues. Administrative duties included: establishing and updating House and Senate voting records; ordering House and Senate bills and reports for the Transportation Institute staff; supervising mailings to congressional offices and member companies; making travel arrangements for the Counsel and other department members; preparing quarterly expense reports along with travel expenditures; dealt with House and Senate representatives on certain issues; maintain department filing system and coordinate member company meetings. Along with these administrative duties, I supervised the list processing and visual memory word processing capabilities. Also, I trained new employees on the extensive uses of the Wang Alliance system and the IBM 3200 Electronic Mail System.

Presidential Inaugural Committee -- Washington, D.C.

December 1984 - February 1985

Administrative Assistant to Group Director for Administrative Operations. Responsible for the work of the Group Director. Primary administrative duties included establishing and following up on vendor contacts for the Inaugural Headquarters. Assisted in procurement, facilities and furniture request, and transportation for the Inaugural events. Assisted in editing the final report for the Administration division. General duties included typing correspondence and reports, answering phone calls, and receiving incoming mail. Provided backup support for the Director of Administration.

Transportation Institute -- Camp Springs, Maryland

December 1983 - December 1984

(promoted internally - details below)

Confidential Administrative Secretary to Counsel/Word Processing Trainer. Detailed in above position description.

Department Secretary/Word Processor. Duties included typing general correspondence and reports on the Wang word processor, filing, Xeroxing and receiving incoming telephone calls. Provided backup support for the secretary to the Director of Federal Affairs.

Executive Office of the President -- Washington, D.C.
Automated Systems Division
March 1983 - December 1983

Division Secretary/Word Processor. Secretary to six managers. Duties included typing general correspondence, contracts, and reports using the IBM Displaywriter word processor. List processing. Logged monthly supplements of computer materials in manuals. Scheduled appointments and travel arrangements. Handled requisitions of office supplies and incoming equipment to all offices. Distributed all incoming mail for four offices, and performed general secretarial duties which included filing, Xeroxing, and receiving incoming telephone calls.

National Commission on Social Security Reform -- Washington, D.C.
September 1982 - February 1983

Office Secretary. Duties included typing and submitting the final report on Social Security Reform to the President using the IBM Displaywriter word processor. Other secretarial duties performed included making all travel arrangements for 20 Executives, typing legal documents, shorthand, filing, Xeroxing, and receiving incoming telephone calls.

EDUCATION

Friendly High School, Fort Washington, Maryland
Graduated - Diploma Business Curriculum

Prince Georges Community College
January 1983 - January 1984

OTHER SKILLS

Software

WordPerfect 5.0 and 5.1, Xerox Ventura Desktop Publishing, MS-Word, Harvard Graphics, Lotus 1-2-3, Procomm Communications, PC Plus/ScanMan, Quicken Accounting, EASY BPI Accounting, Timeslips III, DOS Command Processor.

Systems

COMPAQ Deskpro 386s system, Wang OIS/140 system, Wang Alliance system, Wang PC system, Wang VS system, IBM 3200, IBM Displaywriter, Panasonic Extel Comwriter, Compucorp Omega, Qwip 1200 series telecopier, Western Union Extel Comwriter telex machine.

STEVEN J. RIZZO

5461 Yarmouth Avenue #17
Encino, California 91316
(818) 708-2645

CAREER OBJECTIVE

Athletic administrator/instructor in a program targeting the development of integrity and maturity in the student/athlete.

EDUCATION

- '86-88 Master of Public Health-Health Promotion, emphasis in community Health Education, Loma Linda University.
- '82-86 Bachelor of Science in Exercise Science, University of Southern California.

WORK EXPERIENCE

- '89-91 Athletic Director, Math/Physical Education instructor, Guidance Counselor, Football/Softball coach, West Valley Christian Church Schools (grades 1-12).
- '89 Substitute teacher, Life Sciences/Physical Education, Los Angeles Unified School District.
- '83-89 Assistant Manager Marie Callender's Restaurant, Marina Del Rey, CA.
- '88 Health Promotion intern, Centinela National Athletic Health Institute, Culver City, CA.
- '86-87 Developed, implemented, and evaluated communication and assertion curriculum, Yucaipa Intermediate School.
- '86 Intern Athletic Trainer, El Camino College, Torrance, CA.
- '85 Program developer, USC student weight room.

COMMUNITY INVOLVEMENT

- '89-91 The Church On The Way, Van Nuys, CA.
- '86-88 Culver Community Church, Culver City, CA.
- '85-88 Culver City Babe Ruth Baseball coach and trainer.
- '79-88 Culver City High School football coach and scout, freshman, sophomore, and varsity levels.
- '86 Culver City Police Reserve Officer.

(over)

AWARDS, ASSOCIATIONS, CERTIFICATIONS

- '90 CIF-Southern Section Westside League Softball Coach of the Year.
- '89 California Basic Educational Skills Test (C-BEST).
- '87-89 American College of Sports Medicine.
- '86-87 California Athletic Trainers Association.
- '86-87 National Strength and Conditioning Association.
- '84-85 Los Angeles Philanthropic Society Scholarship, USC Student Scholarship.

Steven J. Rizzo

REFERENCES

Personal

Lynn Fortner, Reverend. Special Ministries Director, Culver Community Church, Culver City, California. (213) 397-5931

Jack W. Hayford, III, D.D. Senior Pastor, The Church On The Way, Van Nuys, California. (818) 373-8000

Bruce L. Nelson, Attorney. Nelson, Draper, and Teuber, Hollywood, California. (213) 461-4521

Scholastic

Kim R. Clark, DrPH. Coordinator, Healthy Schools H.I.V. Prevention Education Program. Riverside County Office of Education, Riverside, California. (714) 369-6487

David Nieman, DHSc. Exercise Physiology Department, Appalachian State University, Boone, North Carolina. Former Director, doctorate of Health Science Program, Loma Linda University. (704) 262-2120

Julie Van Putten, M.P.H. PhD/MD candidate, Ohio State University, Columbus, Ohio. Former Associate Professor, Health Promotion, Loma Linda University. (614) 293-3878

Professional

Sheila King, M.S. Health Promotion Consultant. Former Director of Health Promotion Programs, Centinela National Athletic Health Institute, Culver City, California. (213) 390-2463

Jim Knue, M.S., ATC. Head Athletic Trainer, El Camino College, Torrance, California. (213) 532-3670

Dan Maye. Head Baseball Coach, Royal High School, Simi Valley, California. (213) 450-3659

Bernard Shaw. Principal, West Valley Christian Church Schools, West Hills, California. (818) 884-4710

Bayberry Hill
1307 Eva Gude Drive
Crownsville, Maryland 21032
October 10, 1991

Ms. Jan Burmeister
The White House
Room 19
Washington, D.C. 20500

Dear Jan:

When Kathy McCann told me of a possible opportunity to do volunteer work in Barbara Bush's office, I was thrilled. I have enclosed two copies of my resume as she suggested for you to forward to Joan DeCain.

Because of the events over the past 2½ years of my life, I believe doing volunteer work in such an interesting environment is the perfect thing for me to do right now.

I had been actively working at my career in marketing, advertising, and public relations when my husband was diagnosed with an astrocytoma brain tumor. Coincidentally, the same type of brain tumor Lee Atwater had and even in the same location, right frontal lobe. I stopped working full time to care for my husband and after a long, difficult battle he died in January. I haven't worked since his death but would like to get involved in something new and different. This opportunity sounds ideal.

I would very much like to meet with you or Joan at any time. I hope my background is of interest to you and Joan and that I will hear from you soon.

Thank you for your consideration.

Cordially,


Mary Ann Treger

Mary Ann Treger
1307 Eva Gude Drive
Crownsville, Maryland 21032
(301) 849-2412

EXPERIENCE

Treger & Associates, Inc.
President

Crownsville, Md.
1986 - Present

- Embarked on entrepreneurial venture after over 15 years in top corporate advertising and marketing positions.
- Responsible for concept, development and production of marketing plans, advertising campaigns, special events, direct mail and collateral materials for a variety of clients with primary emphasis on real estate and shopping center accounts.
- Create campaign concepts and theme lines, direct art, edit copy, purchase media for all projects.
- Clients include: Trammell Crow Company, Federal Realty Investment Trust, Western Development, The Taubman Company

Woodward & Lothrop
Vice President, Advertising

Washington, D.C.
1984 - 1986

- Directed entire advertising program for Washington area department store chain including print ads, catalogs, broadcast, direct mail and collateral materials.
- Budget: \$20 million
- Staff: 55 people
- Developed "new image" multi-media campaign.
- Worked closely with GMM's, Fashion Director, Special Events Director, Buyers, Display Director producing coordinated advertising/special events programs.

The Washington Post
Director of Promotion

Washington, D.C.
1975 - 1984

- Responsible for all circulation, advertising and editorial promotion on a local, national and international level. Hired and directed advertising agency.
- Produced major audio visual presentations targeted to a variety of advertising categories.
- Planned, directed and edited all brochures, ads, direct mail and broadcast to promote The Post to readers and advertisers.
- Staff: 12 people

The Rouse Company
Advertising Director

Columbia, Md.
1971 - 1975

- Joined company as Promotion Director of Woodbridge Center, a 2 million sq. ft. regional mall in N.J. Promoted to Advertising Director overseeing advertising programs for all malls around the country.
- Developed results-oriented advertising programs, working with local marketing directors throughout the country.
- Developed an in-house art library for all centers.

EDUCATION

- Columbia University Marketing Management Program - Arden House, New York
- American Press Institute - Promotion Management Program
- American Management Association - Management Institute
- International Council of Shopping Centers - Promotion Management Institute
- Rutgers University, English Major

Mary Ann Treger
1307 Eva Gude Drive
Crownsville, Maryland 21032
(301) 849-2412

Special Achievements and Awards

- | | |
|------|---|
| 1983 | Clio Award for The Washington Post's Engagement Calendar |
| 1983 | International Film and TV Festival
Bronze Metal for The Washington Post Magazine's audio visual presentation |
| 1982 | Clio Award for The Washington Post's Engagement Calendar |
| 1981 | Speaker - European Conference
International Newspaper Promotion Association
Seville, Spain |
| 1980 | Clio Award - Best animated TV commercial |
| 1980 | Instructor - American Press Institute
"Effective Use of Other Media" |
| 1980 | Speaker - American Newspapers Publishers Association
Opening Presentation |
| 1978 | Instructor - University of Arizona
Subject: Shopping Center Promotion |
| 1978 | Created the most successful direct response effort
for any major newspaper in the entire country, since
copied by newspapers around the world |
| 1976 | Instructor - Michigan State University
Subject: Shopping Center Public Relations |
| 1976 | Instructor - University of Arizona
Subject: Shopping Center Special Events |
| 1975 | Instructor - Michigan State University
Subject: Shopping Center Public Relations |
| 1975 | Instructor - California State Polytechnic University
Subject: Shopping Center Promotion |
| 1973 | Maxi Award for <u>Twensday</u> , a Tuesday/Wednesday
mid-week traffic generating event |
| 1972 | Maxi Award for <u>Spring Alive</u> , a four week
high impact special events/advertising campaign |

Q U E S T
L E A R N I N G C E N T E R S



5303 BALTIMORE AVENUE
HYATTSVILLE, MARYLAND 20781

Q U E S T
L E A R N I N G C E N T E R S



5303 BALTIMORE AVENUE

HYATTSVILLE, MARYLAND 20781

301-779-1822

QUALITY URBAN EDUCATIONAL SYSTEMS & TECHNOLOGY

April 23, 1991

Jan Burmeister
Correspondence Office
Room 19
White House
Washington, DC 20500

Dear Jan:

Mark Harmon told me that you wanted to give my resume to someone.
I have enclosed the resume and a QUEST Learning Centers brochure.

I hope you are well. We are still active in distributing items
from the Presidential gift unit.

Thank you for your interest.

Sincerely,

Curt Ashburn
President

Curtis B. Ashburn
1334 U Street, SE
Washington, DC 20020
(202) 678-5490

CURRENT
EMPLOYMENT

July 1986 to
Present:

President
Quest Learning Centers
5303 Baltimore Ave.
Hyattsville, MD 20781

Current responsibilities include oversight of all of Quests's operations. Quest establishes computer-based Learning Centers.

PREVIOUS
EMPLOYMENT

June 1981 to
June 1986:

Associate Pastor
Washington Community Fellowship
907 Maryland Avenue, NE
Washington, DC 20002

August 1978 to
June 1981:

Dormitory Director, English Teacher
Eastern Mennonite High School
Harrisonburg, VA 22801

January 1976 to
June 1977:

English Teacher
Shippensburg Area Senior High School
Shippensburg, PA 17257

EDUCATION

June 1970 to
December 1971:

United States Naval Academy
Annapolis, MD

September 1972 to
December 1975:

Shippensburg State College
Shippensburg, PA
BS in Secondary Education, English Major

September 1977 to
May 1981:

Eastern Mennonite Seminary
Harrisonburg, VA 22801
Master of Divinity

BOARD OF DIRECTORS



Mr. Herbert B. Barksdale
Community Activist
Retired DC Government

Mr. Eric Edgington
Assistant Manager
Federal Crop Insurance, USDA

Mr. James Farr
Chairman of the Board
The Farr Companies

Ms. Barbara Williams Skinner
Executive Vice-President
Tom Skinner Associates

Dr. Ernst Volgenau
President & CEO
SRA International

S T A F F

Curtis B. Ashburn
President & CEO

Valerie T. Woody
Executive Assistant

QUEST Learning Centers
5303 Baltimore Ave., #200
Hyattsville, MD 20781
301-779-1822



Q U E S T L E A R N I N G C E N T E R S



QUALITY URBAN EDUCATIONAL SYSTEMS & TECHNOLOGY

*"To educate a man in mind
and not in morals is to educate
a menace to society."*

Theodore Roosevelt



QUEST is committed to establishing a nation-wide network of community-based Learning Centers that combine character-building influences with computer-assisted instruction.



A NATIONAL PROBLEM

Evidence is emerging of a colossal and widespread failure to educate our urban youth. Statistics from our nation's capital reflect this national plight. The average high school grade point average in Washington, D.C. public schools is 1.73 out of a possible 4.0. The graduation rate is only 40 percent. 11th grade achievement test scores average in the 33rd percentile. These numbers are repeated again and again in every major U.S. city.

This crisis is compounded by a breakdown of traditional values in the home and community. The results are soaring juvenile incarceration, drug dealing and addiction, and increasing numbers of teenage pregnancies. These and other problems reflect a pattern of self-destructive behavior growing out of irresponsible choices, confusion of priorities, and a lack of options.

A LOCAL SOLUTION

QUEST Learning Centers, Inc. provides a community-based solution to this national emergency. QUEST develops Learning Centers with computer-assisted instruction systems in new and existing programs for at-risk children and youth. Community volunteers serve as tutors and role models.

QUEST's strategy is to involve the business community in addressing the most urgent need of our nation today—the moral and academic education of our children. Learning Centers are designed to ensure that our at-risk children and youth develop morally and academically. Our goal is to prepare them to take advantage of equal opportunities for employment and challenge them to live stable and productive lives. Each center works closely with the principal, teachers and guidance counselors of a local school.

PROGRAM GOALS

Each Learning Center has a structured program designed to foster cognitive knowledge, critical thinking, and moral character. Students receive computer-assisted instruction at their individual levels of development with the guidance of a tutor/mentor.

In addition to academic disciplines, students learn attitudes and vital life skills that will benefit them as adults. QUEST believes that good work habits, integrity, and self-esteem are learned by example and practice, in the same manner that one learns that $1+1=2$.

Learning Centers are equipped with interactive laser disc learning stations and software. The QUEST Management Team lends expertise in the areas of training, fundraising, administration, interior layout and design.

WHAT YOU CAN DO

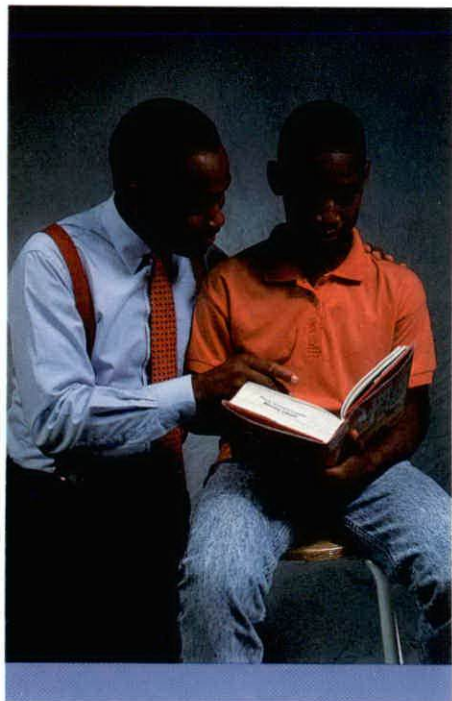
- Make a tax deductible contribution to QUEST Learning Centers.
- Volunteer to be a mentor.
- Corporations can sponsor the operating budget of a Learning Center.
- Foundations can fund the start-up of a Learning Center.

Community Organizations wishing to incorporate computer-assisted instruction into their programs may qualify for assistance from QUEST.

For more information write to:

QUEST Learning Centers
5303 Baltimore Ave., #200
Hyattsville, MD 20781

S T R A T E G Y



BACK TO BASICS

Traditional values

The 3 "R's"

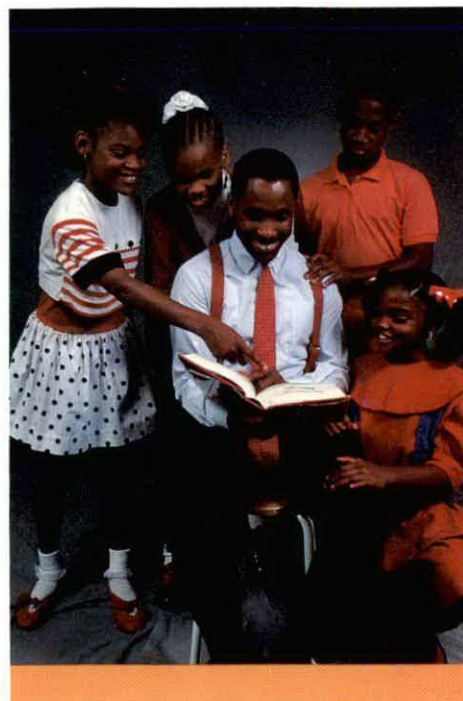
Disciplined environment

Individual attention

Loving support



O B J E C T I V E S



FORWARD TO EXCELLENCE

Academic achievement

Self-discipline

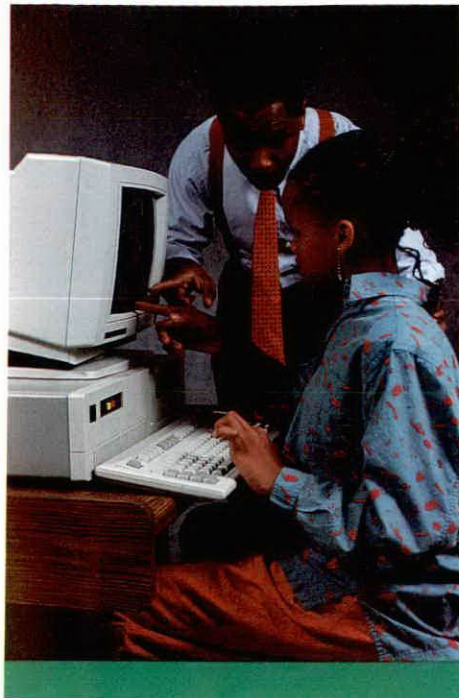
Reliability

Teamwork

Personal pride



MEASUREMENTS



EVALUATING PROGRESS

Diagnostic testing

Individualized learning programs

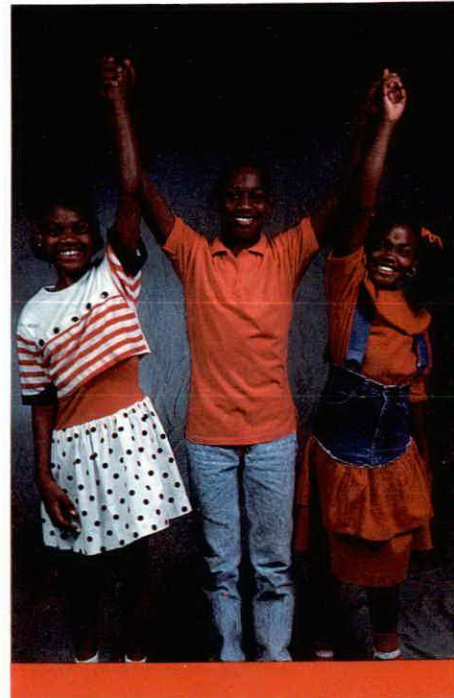
Standardized test scores

Regular pre- and post-testing

Progress assessments with parents
and teachers



RESULTS



MAKING A DIFFERENCE

"Intelligence plus character—

that is the goal

of true education."

—Dr. Martin Luther King, Jr.



**GEORGE M. FERRIS, JR.
1720 EYE STREET, N.W.
WASHINGTON, D.C. 20006**

**BUSINESS
ASSOCIATIONS:**

Chairman and Chief Executive Officer,
Ferris, Baker Watts, Incorporated
Member New York Stock Exchange

**U.S. GOVERNMENT
APPOINTMENTS:**

Chairman, Loan Review Board, Agency for
International Development (AID)

TRUSTEE:

Federal City Council

MEMBER:

The Bretton Woods Committee
Advisory Council, School of Advanced International Studies -
Johns Hopkins University

DIRECTOR:

Entron, Industries
New York, New York
International Executive Service Corps
New York, New York
Center for International Private Enterprise (CIPE)
(Executive Committee; Chairman, Projects Committee)
Corporation Against Drug Abuse (CADA)

**PAST
AFFILIATIONS:**

Member, President's Task Force on International Private Enterprise
Governor, New York Stock Exchange
Project Director; U.S. AID Program, Formulation of Financial Market
Program Strategy and Projects
President, Washington Society of Investment Analysts
Vice President, Investment Bankers Association of America (3 Terms)
Chairman, The New York Stock Exchange Regional Firms Advisory Comm.
Chairman, Coordinating Committee, Center for Privatization
Member, Investment Policy Advisory Committee, Office of the U.S. Trade
Representative

Lecturer on Investments:

George Washington University
Georgetown University
American University

Trustee: St. Alban's School

Mt. Vernon College
National Planning Association

EDUCATION:

MBA, Harvard Graduate School of Business Administration
BSE, Princeton University (magna cum Laude)
Member Phi Beta Kappa and Tau Beta Phi
(Engineering Honor Society)

GEORGE M. FERRIS, JR.
1720 EYE STREET, N.W.
WASHINGTON, D.C. 20006
(202) 429-3590

Consultant - Capital Markets and Investment Banking

World Bank/International Finance Corporation (IFC)

Brazil (2 assignments)	Kenya
Korea	Argentina

Agency for International Development (AID)

Egypt	Korea
Indonesia	Tunisia
Kenya (5 assignments)	Barbados
Taiwan	Portugal

Ministers of Finance (Direct Hire)

Singapore	Korea
Taiwan (2 Assignments)	Indonesia

Asian Development Bank

Korea	Indonesia
Thailand	Sri Lanka
Philippines	Pakistan

Ruler of Sharjah, United Arab Emirates

Minister of Commerce, Bahrain

Consultant - Privatization

Asian Development Bank
Jamaica (National Investment Bank)

Coordinator and/or Lecturer - Capital Market Seminars and Workshops

Brazil	Korea
Singapore	Philippines
Indonesia	Argentina
Fiji	

Contractor - Capital Market Training for Foreign Nationals

Agency for International Development (AID)
Governments of:

Indonesia
Korea
Brazil

International Capital Markets Development Assignments

1990 Advisor, Securities and Exchange Commission, Taiwan

1990 Consultant, Capital Market Authority, Kenya

1989 Advisor, Minister of Finance, Kenya, re Capital Market Authority

1989 Consultant, USAID, Kenya, re Capital Market Authority

1988 Principal Speaker, Financial Markets Development Seminar, Tunis, Tunisia sponsored by AID.

1988 Consultant, USAID, Kenya, re Capital Market Authority and Privatization. (2 assignments)

1987 Consultant, AID, Assessment of and recommendations for development of Capital Market of Kenya.

1987 Principal Speaker and Discussant, Fiji Conference on Privatization sponsored by AID

1986 Consultant, AID, Assessment of and recommendations for development of Capital Market of Portugal

1986 Speaker, Capital Markets Symposium in Manila sponsored by Asian Development Bank.

1986 Financial Markets Survey, Indonesia, India and Pakistan for AID.

1986 Consultant, Securities Industry of Malaysia re Securities Market Improvement.

1985 U.S. Representative to Asian Development Bank Seminar on Privatization.

1984 Senior Advisor, Asian Development Bank, on Capital Markets in the Philippines, Korea, Thailand, Indonesia, Sri Lanka and Pakistan.

1984 Consultant, National Investment Bank of Jamaica on Privatization.

1983 Consultant, AID on establishment of a Development Bank/Venture Capital Firm on Barbados, as part of the Caribbean Basin Initiative.

1982 Consultant, Minister of Commerce of Bahrain on creation of capital market system.

1982 Consultant, AID/PRE assessment of capital market development in Egypt.

1982 Consultant, AID/PRE assessment of capital market development in Kenya.

1981 Consultant, AID/PRE assessment of capital market in private sector of Indonesia.

1981 Consultant, IFC on the study of establishment of an investment bank in Kenya.

1980 Coordinator and lecturer, capital market seminar, Ministry of Finance, Indonesia.

1979 Coordinator, capital markets program, Banco de Valores, Argentina with World Bank.

1978 Consultant, Ministry of Finance, Indonesia, on Capital Markets.

1978 Consultant, International Finance Corp., (subsidiary of World Bank) on creation of joint venture investment bank, Buenos Aires, Argentina.

1977 - Contractor, Agency for International Development, Capital Market Training 1974 i n U.S.A. for foreign nationals.

1977 Consultant, Ruler of Sharjah, United Arab Emirates, on creation of Investment Banking community (2 assignments).

1977 Coordinator, Agency for International Development (AID). "Access to International Capital Markets" Seminar, Manila, Philippines.

1976 Coordinator, AID "Access to International Capital Markets" Seminar, Seoul, Korea.

1974 Consultant, International Finance Corp., on development of a capital market in Seoul, Korea.

1973 Consultant, Minister of Finance, Seoul, Korea.

1971 Consultant, World Bank mission to Brazil, on capital markets. (2 assignments)

1970 Coordinator, AID Capital Markets Seminar, Rio, Brazil.

1969 Consultant, Ministry of Finance, Singapore - Recommended program to improve trading practices of the securities market and to improve relationship between government and the securities industry.

1967 Consultant, Republic of China, - Recommended program for improving effectiveness of Taiwan Stock Exchange operations.

1963 Consultant, AID - Advised the government of Tunisia as to steps necessary to improve their climate for private enterprise and investments.

1962 Consultant, AID - Advised and assisted the Korean Government and its Ministry of Finance in assessing steps necessary to create a favorable investment climate and implement a capital formation program.

1960 Consultant, International Cooperation Administration of the United States Government, heading a mission to Taiwan to assist in an economic development program.

MARCIA G. MACDONALD321 E Street, N.E.
Washington, D.C. 20002
(202) 546-1965*wife of*
Jack Mc Donald
asst secy educ
*7/31/87***EDUCATION**School Psychologist Certification, Northeastern University, Boston, Massachusetts, 1985
Massachusetts Certificate Number: 0238984

Master of Arts in Clinical Psychology, Connecticut College, New London, Connecticut, 1975

Master's Thesis: A Theory and Investigation of the Effect of Exchange Orientation on Marriage and Friendship, *Journal of Marriage and the Family*, August 1977.

Master of Education in Special Education, University of Connecticut, Storrs, Connecticut, 1970

Bachelor of Arts in Psychology, Brown University, Providence, Rhode Island, 1959

EXPERIENCE

LITERACY TUTOR, Project Second Start, Concord, New Hampshire. Taught conversational English through a New Hampshire Literacy Program, 1989.

SCHOOL PSYCHOLOGY INTERN, Canton, Massachusetts and Dartmouth, Massachusetts Public Schools. Provided psychological evaluations of students with special needs and made recommendations for educational planning to parents, teachers, and administrators, 1983 to 1985.

CLINICIAN, Southeastern Connecticut Child Guidance Clinic, New London, Connecticut. Provided evaluation and treatment to preschool children and their families, 1971 to 1974.

SPECIAL EDUCATION TEACHER, Day Training School, Hartley-Salmon Clinic, Hartford, Connecticut. Designed and implemented behavioral programs for children with autistic behaviors, 1969 to 1970.

SUBSTITUTE TEACHER, North Stonington, Connecticut Public Schools. Taught kindergarten through twelfth grade on a regular and extended basis, 1965 to 1969.

AFFILIATIONS

ALUMNI INTERVIEWER, National Alumni School Program, Brown University, Providence, Rhode Island. Interview and recruit prospective students, 1970 to present.

EXECUTIVE COMMITTEE MEMBER, Spouses Group of the New Hampshire Superintendents Association, Concord, New Hampshire, 1986 to 1989.

BOARD OF DIRECTORS MEMBER, New Hampshire Association of Educational Office Personnel, Concord, New Hampshire, 1986 to 1989.

INTERESTS AND ACTIVITIES

While raising five children, supporting my husband in his career, and caring for my aging parents and their estate, I have participated in a number of volunteer and self-development activities, including serving as president of a volunteer mother's nursery school, school librarian, room mother, and hospital volunteer. I have served as executrix and fiduciary for a large estate and supervised the design and construction of a million dollar real estate project. Recently, I have pursued personal development coursework in photography, quilting, and income tax. Finally, I have travelled extensively throughout North America and Europe, including sailing the Eastern Intercoastal Waterway and the Caribbean.



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF THE SECRETARY

April 30, 1990

MEMORANDUM TO JULIE COOK, DIRECTOR OF PROJECTS
OFFICE OF MRS. BUSH

FROM: JEAN KLINGE, WHITE HOUSE LIAISON

Enclosed is the resume of Marcia G. MacDonald who is interested in volunteering in the Office of Mrs. Bush. She has credentials in the field of education and has experience as a special education teacher and as a literacy tutor.

Mrs. MacDonald is the wife of our Assistant Secretary for Elementary and Secondary Education and is hoping to be useful in furthering the goals of Mrs. Bush in the area of literacy.

Thank you for your assistance.

NOV 1 '90 10:26

202 401 0596 PAGE.002

Photocopy-Preservation



OFFICE OF THE SECRETARY
U. S. DEPARTMENT OF EDUCATION
400 Maryland Avenue, S.W.
Suite 4181
Washington, D.C. 20202

Telephone: (202) 401-3000

Fax Number: (202) 401-0596

FAX COVER SHEET

MESSAGE

TO: Jan Bummer-Ten

Please deliver to
Room 19.

FAX NUMBER: 956-6670

Jan,

Give me a call
when you have
a chance

FROM: Barbara Rivers

Barb J

Sheet #1 of 3

NOV 1 '90 10:26

202 401 0596 PAGE.001

Photocopy-Preservation

Becky Pestana
4137 Yuma Street NW
Washington, D.C. 20016
(202) 686-9813

prof pers. / 100
Monday
writing + computer
Rm 100

EDUCATION:

The University of Texas at Austin, Bachelor of Journalism with honors, magazine sequence, August 1990. Senior Fellows Honors Program 1989-1990. GPA 3.5/4.0

Awards: College of Communication Scholar, 1989, 1990. Dean's List: Spring 1987, Spring 1988, Fall 1989. Office of the Dean - Certificate of Achievement, Fall 1987, Spring 1990. Journalism honor student, Spring 1990.

Semester at Sea: University of Pittsburgh, 1988. Travelled around the world. Ports of call in Europe, Asia, Orient, and Middle East.

EXPERIENCE:

RESEARCH ASSISTANT/INTERN, The White House, Office of National Service, Washington, D.C. Evaluate, recommend and research nominations for presidential "Daily Point of Light" recognition, write press releases and contact appropriate media, monitor press coverage follow up, assist at presidential events, prepare and submit memos to political, legal and nominating committees for White House approval, handle data entry. September 1990 - present.

ASSISTANT TO THE EDITOR, Workstation News magazine, Austin, Texas. Wrote for various departments, copy-edited maintained files, entered copy. June - August 1990.

ASSOCIATE EDITOR, Fringe magazine, Austin, Texas. Co-directed launch of publication and editorial activities, coordinated editorial from freelance writers, entered data on computer system, copy-edited, relayed information to department heads. January - May 1990.

STAFF WRITER, Utmost magazine, The University of Texas at Austin. Wrote articles, copy-edited and fact-checked stories submitted by reporters. Summer/Fall 1989.

MARKET RESEARCH: Prepared comprehensive business plan and sample cover on proposed new sculpture publication. Fall 1989.

CAPABILITIES:

Fluency in Spanish, writing/editing, Microsoft Word, Wordperfect, VDT usage, Macintosh, IBM, interviewing, research.

**** Writing samples and references available**

6/23/28
professional
dedicated

Mary Nance Jordan
10115 Blue Coat Drive
Fairfax, Virginia 22030
(703) 273-5689

EXPERIENCE Cataloger of selections from the Central Files, OSS, 1989 - present. Original documents and correspondence from our first intelligence agency as a volunteer at the National Archives. These files given by the CIA under the Freedom of Information Act, supply an invaluable history of World War II and are a prime source for new information, data and records of events previously unknown and unpublished. They include ALS of persons of prominent importance. Without the descriptive summary, there is no entry or access into the subject matter. The contents are summarized and cataloged for easy indexing. When necessary, I translate directly from French. Ref. Dr. Larry MacDonald, Archivist, The National Archives. Office: (202) 501-5669.

Delegate for the Republican Party of Virginia Gubernatorial Campaigns. Showed and distributed video-tapes of Vice President George Bush (1988 Presidential Campaign); volunteer for the Presidential Inaugural Committee; liaison for various Christian groups meeting in the Washington D.C. area (Lydia International; Woman to Woman, Dallas, Texas; National Christian Heritage, etc.,) speaker for Christian church groups (Galilee Episcopal Church, Virginia Beach, Va., March, 1989); counselor and teacher in French and Spanish Languages. Polit. Ref. Ms. Ruth Cox: (202) 244-3626

Writer, Bibliographer, Editor, 1979-1984. Initiated, planned and directed an independent research project resulting in a published bibliography. This included comparisons of more than one thousand early editions on location at Wheaton College, Wheaton, Illinois, Harvard University and Yale University over a five-year period to study and describe materials within the special collections (Marion E. Wade Center, Houghton Library and the Beinecke Rare Book and Manuscript Library). Supplied and edited bibliographical references and annotations from original sources. Planned and directed the graphic art work. The finished work is the only complete bibliography of the early works of George MacDonald (1824-1905). Ref. Mr. Paul Snezek, Director, Wheaton College Library. Office: (708) 260-5105; home: (708) 653-1158.

Assistant Professor, Wheaton College, Wheaton, Illinois, 1973-1978. Rare Book and Special Collections Librarian. Managed Serials Department for one-year special project. Translated Romance languages for original cataloging. Full input and correction of MARC records and codes on OCLC. Compiled manuals for cataloging, subject headings and cross references. In charge of all catalogs, revising for constant use of AACR-II rules. Trained one professional librarian; supervised clerical and student assistants. Archival work; rare mss. and letters. Ref. [Ibid.].

Co-Director, Central Processing Department of School Libraries Virginia Beach, Virginia, 1970-1972. Responsible for the cataloging processing and distribution of all books for the entire city system of 47 school libraries. Coordinated the classification system, setting standards for the school libraries. Supervised 10 typists and four clerical workers as well as professional librarians during peak of season. Evaluated and measured progress; analyzed and tested results; recommended changes. Ref. Ms. G.W. Chandler or Ms. Dorothy Godwin. Ms. Godwin's home: (804) 486-3356.

Director, Library, Presbyterian Hospital, Dallas, Texas Special Four-Month Project, ca. 1966. Directed the initial formation of the first general medical library for the Presbyterian Hospital, Dallas, Texas in a special four month project to meet the requirements for accreditation. The opening of the hospital depended on the success of this project which met all standards on time. Mr. Rod Bell was the director of the hospital.

Senior Librarian, Troy H. Middleton Library, Louisiana State University, Baton Rouge, Louisiana, 1961-1964. In charge of cataloging materials written in French, Spanish, Latin, Italian and other languages. This included translation for original cataloging of rare books and library materials in all subject areas. Trained and supervised work of two graduate librarians for full-time cataloging positions. Supervised part of the work of eight typists and other clerical workers. Wrote library publicity and news releases for special exhibitions which involved research on the Audubon Collection and collections of the work of Louisiana artists. Compiled a bibliography. Corrected and revised Library of Congress catalog cards and classification numbers. Maintained shelf lists, subject headings and cross references. Served at reference desk. (Trainee, 1961) Ref. Ms. Elizabeth Tarver ret., Head of Catalog Department.

DEGREES

Bachelor's Degree in English and Spanish.

Master's Degree, Library Science. Graduate level course concentration in journalism, creative writing, radio and television announcing, and French, Louisiana State University, Baton Rouge, Louisiana, 1962.

ADVANCED STUDIES

L'Université de Montpellier, Montpellier, France. French language, literature, and culture.

Inter-Langues, Training Center, French Ministry of Education, Paris, France, 1974. French language, literature and culture in connection with the Sorbonne and Wheaton College, Wheaton Illinois.

AWARDS	Certificate of Merit (4.0 average) L'Université de Montpellier France. Phi Kappa Phi Honor Society, L.S.U., for highest scholarship.
GRANT	Wheaton College, Wheaton, IL, 1974. French language study abroad in connection with the Sorbonne, Paris, France.
LANGUAGES	Spanish and French (Read, write and speak).
MEMBERSHIPS	D.A.R., Christian Women's Clubs; Board Member, Chicago, IL. Former member of Women's Council of Dallas County, Dallas Council on Foreign Affairs and Dallas Services for the Blind.
SPORTS, HOBBIES	Running, photography, writing, and sketching.

JULIE HOLBEN
309 4th St. SE Apt. 3
Washington, D.C. 20003
(202) 543-5488

EDUCATION **BACHELOR OF SCIENCE**, Fashion Marketing
The University of Massachusetts-Amherst, May, 1987

HONORS Dean's List; 1985

EXPERIENCE **SALES MANAGER**, August 1989-January 1991
Jordan Marsh, Boston, Massachusetts
Responsible for all aspects of a \$2.5 million department. Tasks included merchandising floor; monitoring stock level, inventory control, sales figures, and employee productivity; training and reviewing sales staff of 15; ensuring proper floor coverage throughout division; working directly with customers to provide complete satisfaction.

SALES MANAGER, June 1987-August 1989
Limited Express, Boston, Massachusetts
Responsible for hiring and maintaining store staff; scheduling employees; monitoring weekly payroll; merchandising floor layout; motivating employees to meet sales goals; supervising store operations including inventory control, sales, visual merchandising, floor coverage, general store appearance, supply orders, employee training and reviews.

RECEPTIONIST/CLERICAL ASST., December, 1985-June 1987
Data Processing Center, University of Massachusetts
Responsibilities included answering phone; distributing mail and memos; editing documents and handbooks; preparing University documents for campus-wide distribution.

ASSISTANT SALES MANAGER, June-August, 1986
Filene's Department Store, Boston, Massachusetts
Supervised jewelry department employees; prepared time sheets; checked in merchandise and assembled displays; attended vendor presentations; handled inter-store transfers.

CONTINGENT COORDINATOR, June-August, 1985
Filene's Department Store, Boston, Massachusetts
Assigned contingent sales force of 72 associates; resolved staffing problems; answered policy and procedure questions.

THE WHITE HOUSE
WASHINGTON

July 14, 1989

MEMORANDUM FOR JOHN FAWCETT
ASSISTANT ARCHIVIST FOR PRESIDENTIAL LIBRARIES
NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

FROM: ANITA C. BEVACQUA *ACB*
DIRECTOR, WHITE HOUSE PERSONNEL

SUBJECT: Mary Ann Hanusa

This memorandum serves as a follow-up to your meeting on July 12, 1989, with Shirley M. Green, Special Assistant to the President for Presidential Messages and Correspondence. We are pleased that you have agreed to detail Mary Ann Hanusa from the Archives Presidential Libraries Division in order to assist the White House in implementing a new computer cataloging system for the President's correspondence.

As was discussed in your meeting this is a first time opportunity to implement such a system at the beginning of an administration. We recognize that it will benefit not only the Presidential Correspondence Office, but also the Office of Records Management and the Archives. Mary Ann is well-suited to assist in this task because of her knowledge of the White House Records Management Office as well as the needs of the Archives in handling Presidential records.

It is our understanding that this detail is on a non-reimbursable basis for 90 days beginning July 17, 1989, or as soon thereafter as possible. Any changes to this agreement or further questions regarding this detail should be directed to my office. I can be reached at 456-2260.

Many thanks for your cooperation.

cc: ✓ Shirley M. Green

MARY ANN HANUSA

5301 38th Avenue, Apt. 3
Hyattsville, Maryland 20781
Work Telephone: (202)-523-3051
Home Telephone: (301)-277-4410

CAREER OBJECTIVE

Seeking position utilizing the single or combined skills of research, analysis and writing. An ideal position would allow me to integrate both historical and political interests.

- EDUCATION

M.A. *American History* University of Nebraska-Lincoln, 1987
Thesis Supervisor: Professor Lloyd E. Ambrosius
Thesis work analyzed British and American peace initiatives immediately prior to World War II.
Minor: Modern European History
Dov Ospovat Award for a Distinguished Research paper, 1987

B.S. *Education* Concordia Teachers College, Seward, NE, 1985,
with distinction
Majors: History and Political Science
Deans's List for last 3 years
Teacher's certification for secondary schools

EXPERIENCE

Archives Technician, Presidential Libraries Division, National Archives, July, 1988-present.
Detailed to the White House for archival processing of Reagan Presidential Papers, July, 1988-Feb., 1989.

Substitute teacher in secondary schools, Council Bluffs, Iowa, September, 1987-April, 1988.

Graduate Teaching Assistant, Department of History, University of Nebraska, Lincoln, 1985-1987.

- Responsible for grading undergraduate papers; assisted in assigning final course grades; served as course advisor; led weekly study sessions.
- Delivered substitute lectures for faculty both while a student and subsequently.

Active in Republican political campaigns, 1980-1988.

Served as a Delegate at 1984 and 1988 county, district, and state levels of Iowa caucuses.

PERSONAL

Date of birth: May 26, 1963.

REFERENCES

Furnished upon request.

MARY ANN HANUSA

5301 38th Avenue, Apt. 3
Hyattsville, Maryland 20781
Work Telephone: (202)-523-3051
Home Telephone: (301)-277-4410

CAREER OBJECTIVE

Seeking position utilizing the single or combined skills of research, analysis and writing. An ideal position would allow me to integrate both historical and political interests.

EDUCATION

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Thesis Supervisor: Professor Lloyd E. Ambrosius
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Deans's List for last 3 years
Teacher's certification for secondary schools

EXPERIENCE

Archives Technician, Presidential Libraries Division, National Archives, July, 1988-present.
Detailed to the White House for archival processing of Reagan Presidential Papers, July, 1988-Feb., 1989.

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Graduate Teaching Assistant, Department of History, University of Nebraska, Lincoln, 1985-1987.

- Responsible for grading undergraduate papers; assisted in assigning final course grades; served as course advisor; led weekly study sessions.
- Delivered substitute lectures for faculty both while a student and subsequently.

Active in Republican political campaigns, 1980-1988.
Served as a Delegate at 1984 and 1988 county, district, and state levels of Iowa caucuses.

PERSONAL

Date of birth: May 26, 1963.

REFERENCES

Furnished upon request.



MARY ANN HANUSA
Office of Presidential Libraries

National Archives
7th St. & PA Ave. NW
Washington, DC 20408

(202) 523-3051
FAX (202) 523-3295

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
03a. Form	WHP-2 for Personnel Action (1 pp.)	06/29/89	(b)(2), (b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Chief of Staff to the President, Office of the
Series: Baker, James A. III
Subseries: Administration Files
WHORM Cat.:
File Location: Resumes [2]

Date Closed: 4/17/2003	OA/ID Number: 93000-003
FOIA/SYS Case #: 2000-0715-F	Appeal Case #:
Re-review Case #:	Appeal Disposition:
P-2/P-5 Review Case #:	Disposition Date:
AR Case #:	MR Case #:
AR Disposition:	MR Disposition:
AR Disposition Date:	MR Disposition Date:

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
 P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
 P-3 Release would violate a Federal statute [(a)(3) of the PRA]
 P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
 P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
 P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
 (b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
 (b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
 (b)(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
 (b)(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
 (b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
 (b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
 (b)(9) Release would disclose geological or geophysical information

THE WHITE HOUSE
WASHINGTON

Shirley:

The timekeeper person at
Archives asked for an
evaluation of performance
for Mary Ann's personnel
file and annual review.

Is this okay to send?

 *yes*
sy

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
03b. Memo	Evaluation of Mary Ann Hanusa submitted by Jan Burmeister (1 pp.)	10/30/89	(b)(2), (b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Chief of Staff to the President, Office of the
Series: Baker, James A. III
Subseries: Administration Files
WHORM Cat.:
File Location: Resumes [2]

Date Closed: 4/17/2003	OA/ID Number: 93000-003
FOIA/SYS Case #: 2000-0715-F	Appeal Case #:
Re-review Case #:	Appeal Disposition:
P-2/P-5 Review Case #:	Disposition Date:
AR Case #:	MR Case #:
AR Disposition:	MR Disposition:
AR Disposition Date:	MR Disposition Date:

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P-3 Release would violate a Federal statute [(a)(3) of the PRA]
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(b)(9) Release would disclose geological or geophysical information

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
03c. Memo	Evaluation of Mary Ann Hanusa submitted by Jan Burmeister (1 pp.)	10/30/89	(b)(2), (b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Chief of Staff to the President, Office of the
Series: Baker, James A. III
Subseries: Administration Files
WHORM Cat.:
File Location: Resumes [2]

Date Closed: 4/17/2003	OA/ID Number: 93000-003
FOIA/SYS Case #: 2000-0715-F	Appeal Case #:
Re-review Case #:	Appeal Disposition:
P-2/P-5 Review Case #:	Disposition Date:
AR Case #:	MR Case #:
AR Disposition:	MR Disposition:
AR Disposition Date:	MR Disposition Date:

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
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Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
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(b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
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Withdrawal/Redaction Sheet

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Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
03d. Memo	Evaluation of Mary Ann Hanusa submitted by Jan Burmeister (1 pp.)	10/30/89	(b)(2), (b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Chief of Staff to the President, Office of the
Series: Baker, James A. III
Subseries: Administration Files
WHORM Cat.:
File Location: Resumes [2]

Date Closed: 4/17/2003	OA/ID Number: 93000-003
FOIA/SYS Case #: 2000-0715-F	Appeal Case #:
Re-review Case #:	Appeal Disposition:
P-2/P-5 Review Case #:	Disposition Date:
AR Case #:	MR Case #:
AR Disposition:	MR Disposition:
AR Disposition Date:	MR Disposition Date:

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

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GENE PELL
President

FEB 28 1989

20 February 1989

The Honorable Frank R. Wolf
U.S. House of Representatives
130 Cannon Office Building
Washington, D.C. 20515

Dear Congressman Wolf:

Thank you for your letter of 10 February, and your recommendation of Mr. Nicholas Dima for the position of Director of our Romanian Service. You will not be surprised to learn that I have received several letters on Mr. Dima's behalf.

The Director's position is presently filled by Mr. Nestor Ratesh, who for many years was the Washington correspondent of our Romanian Service. I asked him to come to Munich as Acting Director following the tragic death of the former Director, Vlad Georgescu. Mr. Ratesh is a man of great intellect and integrity, as well as being an extremely capable journalist.

At the moment we are not recruiting or interviewing for this position. Should our situation change for any reason in coming months I shall be pleased to consider Mr. Dima's interest and qualifications.

Thankyou again for your letter and for providing me with your assessment of Mr. Dima's background.

Sincerely yours,

Gene Pell

THE WHITE HOUSE
WASHINGTON

TO: Jose Martinez
134 OEOB

FROM: Jan Burmeister

RE: Nicolas Dima

You and I have talked about this man before. He is still waiting, and has great interest in the open position mentioned in the attached letter.

Another copy of his resume, and a list of his published works is also attached.

Released from
this function
(NIE)

RESUME OF: NICHOLAS DIMA

US Citizen
Top Secret Clearance

215 C. St., S.E., Apt. 508,
Washington, D.C. 20003
Res: (202)544-5924; Off: 475-2290

EMPLOYMENT:

1975- Radio Reporter, Voice of America (United States Information Agency)
1985-89: Detailed as Professor, US Army, John F. Kennedy Special Warfare
Center and School (JFKSWCS), Fort Bragg, North Carolina
1990-91 Visiting Professor, James Madison University, Harrisonburg, VA.
1977 Lecturer, George Mason University, VA.
1973-75 Lecturer, William Paterson College, New Jersey

EDUCATION:

1976 PhD, Columbia University, School of International Affairs/ Geography
1967 MA (Licence), University of Bucharest

ACADEMIC HONORS, GRANTS AND AWARDS:

1988 Commanders Award for Outstanding Public Service, Fort Bragg, N.C.
1973-74 NDFL Award, Columbia University, New York, NY
1972-73 Soviet Nationalities Program Award, Columbia University
1971-73 President's Fellow, Columbia University

PROFESSIONAL ACTIVITIES:

1987-88 Director for European/Soviet Area Studies, US Army,
JFKSWCS, FAO Department, Fort Bragg, N. C., 28307-5000
1974-75 Colloquium Coordinator, William Paterson College, New Jersey
1973-75 Seminar on Population and Social Change, Columbia University
1972-74 Seminar on Soviet Nationalities Program, Columbia University

SPECIAL TRAINING:

Dec 1989 Arms Control and Public Diplomacy, US Information Agency
July 1989 Graduate Executive Skills Workshop, Woods Inn, West Virginia
Jan 1987 Instructor Training Course, US Army JFKSWCS, Fort Bragg, NC
Jun 1985 Negotiation Art & Skill, Foreign Service Institute, State Department
Sep 1984 Executive Skills Workshop, Coolfont Re-Creation Inc, West Virginia
Jan 1984 Foreign Affairs Interdepartmental Seminar, Foreign Service Institute
Sep 1976 Intercultural Communications Seminar, US Information Agency

FIELD EXPERIENCE:

Extensive private and official travel in Eastern and Western Europe, Soviet Union, North and South America, Caribbean Basin, as well as various countries of Africa and Asia

LANGUAGES:

Romanian, French, Spanish, and research ability in Russian, German...

PUBLICATIONS AND PAPERS: Available on Request

SELECTED PUBLICATIONS

Books:

- BESSARABIA AND BUKOVINA: THE SOVIET-ROMANIAN TERRITORIAL DISPUTE
New York: Columbia University Press/East European Monographs, 1982
- BREACHING BARRIERS OF CROSS-CULTURAL COMMUNICATION
Ft. Bragg, NC: FAOD, US Army JF Kennedy Special Warfare Center and School, 1988
- ESCAPE - FORTY YEARS OF COMMUNISM, 500 Page Manuscript. Forthcoming, 1989

Articles:

- "Moldavians or Romanians?" in The Soviet West: Interplay Between Nationality and Social Organizations, edited by Ralph C. Clem, New York: Praeger, 1975
- "Food, Population and Policy in the Soviet Union", Diversitas, William Paterson College Journal, March 1976
- "The Current Status of Emigration in Romania", in Continuing Most-Favored-Nation Tariff of Imports from Romania, Washington, DC: US Senate Committee on Finance, Government Printing Office, 1976
- "University Education in Eastern Europe: The Case of Geography", Journal of Geography, May 1978
- "USSR: Causes of Differential Rural Population Change, 1959-70", Geographical Bulletin of India, Vol V, April-October 1979 (First delivered at the Annual Convention of the AAG, New Orleans, 1978)
- "A Hypothetical Model of Ethnic Migration in the Soviet Union" Nationalities Papers, Spring 1980 (First delivered at the Annual Convention of Canadian Geographers, London, Ontario, May 1978)
- "Southeastern European Boundary Disputes", The Journal of Social, Political and Economic Studies, Vol 7, Fall 1982
- "Contemporary Soviet Modernization and its Ethnic Implications: 1959-79", The Journal of Social, Political and Economic Studies, Vol. 7, Winter 1982
- "Bukovina, Romania, and the Ukraine", in The Plight of a Border Area, edited by Maria Manoliu-Manea, Humboldt University press, 1983
- "Daco-Romanians and Aromanians", Eastern European Quarterly, Vol. XIX, September 1985
- "Eastern Europe: An Area in Crisis", Military Intelligence, June 1987
- "Communist Romania: A Model of Social Decay", Military Intelligence, October 1987
- "Nicolae Ceausescu of Communist Romania: A portrait of Power," forthcoming, The Journal of Social, Political and Economic Studies, Winter 1988

SELECTED PROFESSIONAL PAPERS AND CONFERENCES

- "Comparative Linguistic Assimilation Among Soviet Ethnic Groups" Special Session on Non-Slavic Peoples of the Soviet Union, Annual Convention of Modern Languages Association of America, New York, December 1976
- "South-Eastern European minorities: The Vlach Case", Symposium on Southeastern Europe, Ohio State University, April 1977
- "Human Rights: A Soviet-East European Approach", Society for Intercultural Education. Georgetown University, September 1978
- "The Russo-Romanian Territorial Dispute: A Reappraisal", Annual Convention of the AAG, Philadelphia, PA, April 1979
- "Ethnic Diversity and Problems in the Balkans", Special Lecture, US Department of State, Foreign Service Institute, July 1981 (Also Periodic lectures on various subjects to the Romanian Language Class of US Foreign Officers)
- "Soviet Nationalities: A Case Study", US Military Academy, West Point, April 1982
- "Recent Developments between Moscow, Bucharest and Kishinev, and the Moldavian Nationality Question", Ohio State University, November, 1983
- Special guest and lecturer for the biannual International Affairs Symposium of the US Army John F. Kennedy Special Warfare Center and School, Fort Bragg, NC, November 1983 and December 1984
- "A Model of East European Communist Evolution", Foreign Service Institute, State Department, January 1984
- "Nationality Issues and other Balkan Problems", Foreign Service Institute, State Department, June 1984
- "Ardent Soviet Socio-Geographic Problems", US Military Academy, West Point, March 1985
- "Social Change and Demography: The Case of Romania", Columbia University, March 1985
- "The Current Soviet Challenge", Campbell University, February 1987
- "Glasnost and Perestroika", special lectures given to the Mobile Training Team, 360th Civil Affairs Brigade, Columbia, SC, 14-15 May 1988
- "Possible Consequences of Perestroika", James Madison University, VA, 11 November, 1988

CURRENT RESEARCH

Soviet Nationalities in Transition
Eastern Europe: Nation-States and Ethnic Minorities



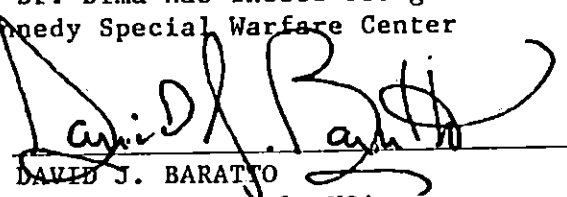
DEPARTMENT OF THE ARMY

DR. NICHOLAS DIMA

IS PRESENTED THE COMMANDER'S AWARD FOR PUBLIC SERVICE

for outstanding contributions to the United States Army John F. Kennedy Special Warfare Center and School in an extraordinarily competent and unique fashion during the period 1 October 1985 through 30 November 1988. He has demonstrated the highest level of professional competence and the most selfless devotion to his students. His exemplary expertise has produced students who take with them confidence, competence, and enthusiasm. Dr. Dima's influence on this institution is immeasurable, as his contributions have greatly enhanced the reputation of the Special Warfare Center and School. Dr. Dima has indeed brought great honor to himself, the United States Army John F. Kennedy Special Warfare Center and School, and the United States Army.

30 November 1988


DAVID J. BARATTO
Brigadier General, USA
Commanding

11 April 90

Dear Jay
Would you please give me your opinion & comments on
this essay. Sincerely Nic Jimne

JOURNEY TO CHRISTIAN FREEDOM

Many years ago, when I was 19, I tried to escape from my native Romania. Young and inexperienced, I was caught and spent the next four years in communist prisons and labor camps. To this day, my life revolves around those crucial formative years. Although I come from a Christian culture, it was in prison when my life was in danger that I made a promise to lead a Christian life. Yet, it took me over twenty years of reasoning with myself and of agonizing procrastination before I made a Christian commitment. In the meantime, I wrote Journey To Freedom, in a way my own life story, and in the process I found peace of mind and spiritual freedom.

*

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*

I always believed in God and in life after death, but I did not know where to place Jesus. Having a scientific formation and being politically oriented, I wanted freedom for my social actions, and above all, I wanted reason in everything. I felt that Jesus would infringe on my freedom. I wanted to retain all my freedom for my political aspirations, including the right to judge and to punish. This "love your enemy" precept of true Christianity would stand in my way. I did not realize then that only people who do not believe in God and divine justice are

trying to revenge forever and to administer ultimate justice in this world.

X During my long and painful search I analyzed myself, I read considerably, and I turned to philosophy for answers. Actually, I tried every explanation before I admitted to myself that I had no where else to turn. I had suffered under the communists in Romania, but I was getting unhappy as well in the United States. A series of shattered dreams lay behind me, and uncertainty and possible defeat lay ahead of me. I wanted peace of mind, and apparently peace of mind would not come without peace with God. But how could someone make peace with God without knowing Him? Besides, do we know Him rationally or only emotionally through blessed revelations? As a scholar, I wanted to discover God through science and even write about and convince others of His existence. Knowledge appeared then to be the first order of business, and I even came to the conclusion that learning is not a right but a sacred duty.

Knowledge is provided by God in infinite quantity, and it is available to everyone. Indeed, I had grown intellectually, but knowledge by itself would not give me peace of mind. On the contrary, in many ways it added to my distress. After all, what is knowledge? Is reality knowable through our senses? Can we trust our perceptions? It is probably knowledge filtered through faith which would make us understand God through His creation, and which should eventually bring us wisdom and lasting peace.

And in my search I came against a stumbling block. Who was Jesus?

Who is He?

Was Jesus a normal human who through His own power and life example had been elevated to God-like perfection, or was He the Son of God, God incarnate, who came with the mission to save us as He claimed? If man is created in the image of God, and since in His earthly life Jesus was a man like any of us, could we return to God by ourselves, or only through Jesus' grace? Before making any commitment, I wanted to try everything by myself or through various organizations, and as many Eastern Europeans I had pinned my political hopes on America. Most of this time, I had kept Jesus as a rain check, and somehow I almost wanted Him to stay out of my life while I tried to solve my problems. I was obviously at a crossroad with only two avenues open--the intellectual and the spiritual. I was also aware that even godless individuals can grow intellectually, and I did not want to be one of them. Because the religious choices of the "Spiritual Avenue" were broad enough and large enough to accommodate all the inhabitants of the world, I wanted first to investigate all possibilities before committing myself to any.

Strangely enough, while living in frustration I had a number of highly unusual dreams which defy explanation. I "saw" these "worlds"--nature, cities, cathedrals, seas, stars, and other places of such indescribable beauty they left stronger

impressions on my memory than real places which I had visited. One unexpected night, without any connection to my previous preoccupations or thoughts, I had one of the most vivid dreams of my entire life:

I was playing with some friends in a green park when all of a sudden I walked into a nearby cemetery and stopped near an earthen tomb covered by beautiful flowers. For some reason, I was looking down and slowly began to raise my head. First I saw the end of a white marble cross and gradually, raising my eyes from the base upwards, I saw in front of the cross a man covered with a white shroud, floating upon the tomb as if crucified. In utter surprise and full of happiness at the same time, I exclaimed, "Jesus!" and I knew it to be Him. While I raised my head to see Him, the branches of a nearby tree, which covered part of the tomb, opened into the most beautiful and colorful flowers I had ever seen. Jesus appeared calm, strong, and serene and would not look at me. He was not crucified. He was only painlessly floating down from the white marble cross. Then He began to walk slowly on a small path away from me without saying a word and without looking at me. I watched Him in ecstasy, and I knew almost consciously that this was an unique experience of my life. When after thirty or forty feet the path was about to disappear behind a hill, Jesus

stopped, and for the first time He looked at me. With the same serene expression of His face, He lifted an arm and in a friendly way pointed a finger at me, moving his hand slowly up and down several times. He seemed to warn or caution me for some reason. Then He turned calmly around and disappeared behind the hill.

I awakened automatically in the middle of the night and savored the ecstasy for a long time before going to sleep again. Was this a sign, I questioned myself, or just another unusual dream? I increased my search, and I still wanted to find the "truth," which turned out to be much more complex than I had thought.

What is Truth?

If there is only one truth, why do so many people or leaders claim to know it and then disagree among themselves? Why did the communists perpetrate so many wrongs in the name of truth and progress? Where does progress take us if we split apart instead of getting closer together? If there is progress in this world, is there a finality as well, or we are condemned to aimless perpetual motion? Where do we go from here? Do we have a mission? What is it, and what should we do to prepare ourselves for the heavenly kingdom in which I have always believed? Is Jesus the only answer as devoted Christians claim? Is Christianity becoming universal as it should? Is philosophy pointing in the same direction with religion? Ultimately, is

science proving the existence of a spiritual world of energy and a Divine Force which would give credence to our beliefs? As every thinking man who is trying to find an explanation for his existence, I asked myself all these questions. However, I could not explain my own life and its meaning without accepting a divine order whose complete significance lies outside of my limited comprehension.

Initially, I had believed that truth is universal and permanent, as easily definable as right and wrong, but I quickly realized that such concepts are relative to a culture or to a time in history. This is probably why we do not easily agree and why liars can so easily cheat. There may be many layers of truth and what we hold to be true is only relative, or a matter of perception, general acceptance, convenience, or sheer interest. Besides, if we keep discovering and improving, how do we know that what we hold as true today will stand its ground tomorrow? Is there any solid point of reference?

Moreover, if we can only find layers of relative truth, there are always better minds who discover a deeper meaning of truth ahead of others, and the rest of us accept and absorb this truth [?] based on their established authority. This may be how scientists get ahead of us and, accordingly, we grant them recognition. There are also those few blessed people who open up to God, and to whom God reveals portions of higher truth. Yes!

However there are also those evil minds who evicted God from their souls and opened themselves up to diabolical forces. Yes!

Filled with hatred and hidden thoughts and capable of great deceptions, such individuals as the false prophets of communism, have made themselves instruments of Satan and as such have been filled by demonic spirits. They too are capable of spreading their versions of the "truth".

Between them, there are all those who try to find meaning in life and truth that they can hold to. With the innate instinct of right and wrong, most of them would be naturally drawn toward God, but some are always deceived. The beauty of this world is such, that regardless of how great or small we are, at a certain point we will "face" the truth and take a stand according to our beliefs. Yet--what is truth?

In its archaic meaning, truth is defined as "faithful," but this brings into the concept yet another element--faithful to what, to whom? Truth therefore becomes a relative notion vis-a-vis something more permanent and absolute, but only God Himself is considered permanent and absolute in this universe. Maybe God alone is real truth?

Time and Progress

I turned to even more reading and collected even more pieces to put together. C.S. Lewis, among others, in his book, Mere Christianity, has shown that God lives outside time, but we live in time and in history. Is there a direction and a purpose in time and history? Do we have something to pursue or are we chased by events? According to G.F. Hegel's dialectic idealism,

history moved through conflict and contradiction of ideas, and (the truth) unfolds itself gradually. But Hegel also believed that behind history was an absolute Divine Will destined to ultimately reveal itself completely, and at this point, history would probably cease. Under such a new light, progress should primarily be any step toward rediscovering God and our relationship to Him. There is also relative progress in the technological and social fields, but this would be a deadened progress if it did not serve a spiritual goal. Such progress would make us only live in a permanent present and would deprive us of the right to return "home" to God. Thus, real progress would be only those steps which bring us closer and closer to God.

Can we return to God by ourselves? I believe that this is where I went wrong. I thought I could, but it did not work. Others have also tried, but overwhelmingly they failed. History is full of failure, and I was failing, too. The Holy Bible is then right to claim that in His infinite love, God sent Jesus to redeem us, to take the cross for us, to simply save us. Then I was wrong all the time. I was so blind that I would not even see my greatest sin of all--trying to exist outside God.

Furthermore, if God lives outside our time, Jesus was not only crucified two thousand years ago, but He is being crucified continuously for us, and we refuse to see it. Slowly, I realized that while claiming to be a Christian, unconsciously I was desperately trying to use my own will to achieve power. From

then on making a Christian commitment became just a matter of time. A matter of time because I still believed that I had to spell out the exact provisions of the commitment to make sure I would respect it. In my opinion that required some time.

Metaphorically, C.S. Lewis wrote that the earth is a great sculptor's shop where God is creating and improving us. For Karl Ritter, a geographer of the last century, the earth was created no by God as a home for man to progress from barbarism to spiritual greatness. For me the earth was a sort of a prison-school, where a rebellious soul like mine had to be temporarily incarcerated for compulsory education because left by myself I would have dropped out. The planet might be thus both, home or prison for man to learn, discover and progress, and the body was my human condition and the temporary prison of my soul. I had been unhappy in the communist prisons, in Romania at large, and again in the New World, not necessarily or exclusively because of the various political arrangements which I had rejected, but also because I had rejected subconsciously my very human condition.

For too many years I had accepted from the Christian teaching only what suited me, and I had not allowed Jesus' help. It is true that I considered myself strong enough to take care of my problems and at the same time, sinful and not worth a personal commitment, but in reality, I was never strong enough because nobody is really strong outside God. It is only an illusion that we are strong, and we keep trying to build a world around ourselves. Maybe this is the main reason for our suffering, a

form of alienation from God's realm. Salvation without God. This is in many ways what the communists have tried to do and how they have opened themselves up to the very dark forces opposing God.

Reason and Faith

My "journey to freedom" is the result of years of questioning, erring and sinning, of sleepless nights and restless days, of solitude, search and research. I have relived my life hundreds of times in trying to find its meaning and purpose, and to see where it went wrong. Apparently it all started with my attempt to escape, but why did I reject communism instinctively so strongly? Could I have lived my life any differently? It seems that I had no choice. This is life for those who pursue the salvation path; a slow and painful growth whose full meaning is only in God's mind. no

Taken by itself, my life and life in general is devoid of meaning if it starts with accidental birth, is the result of random evolution and mutations, and if it stops suddenly with physical death. Most of my life, I prepared for a better tomorrow here on earth, but I can see more and more clearly now that we prepare ourselves for a grand tomorrow in God's worlds beyond. Without a broad universe created and governed by God and His laws, our lives, our struggle, sufferance and tears, do not make much sense. yes

yes
thro
us
invoke this
will
but no matter
we will
have
peace
+ joy + contentment

There are things which I am beginning to understand and many others which I do not, but I came to accept. There are things which I understand rationally, and others which I can only feel emotionally. I wish I could rationalize about everything, but I cannot. As a matter of fact, the renown recluse scientist Blaise Pascal concluded long ago that the heart has its own reasons, which "reason" does not understand. At a certain point, we have to compromise reason and intuition, scientific discovery and divine inspiration. Simply, we must believe. We have to accept the world as it is, much larger and more complex than we can possibly comprehend.

From our small place confined on earth, we can only see three dimensions in space and another linear one in time. From His position within and without, God sees a multitude of dimensions and worlds beyond, within and outside our time. He created us and placed us astronomically and physically in one of his places, and to allow us to grow, improve and understand, he created yesterday, today and tomorrow, and he has all the time in the world because he made it. He gave an immutable direction in time to our destiny, and to allow us to grow, God gave us freedom of choice between right and wrong, between good and evil. It is for this reason, I came to believe, that God allowed Lucifer to be the opposing force in the process of maturing us through choices. Lucifer however, misused his freedom and rebelled against God, and he deceived and misled early man entangling him in a web of sinful ways. With their natural inborn instincts,

yes!

seeded in their souls by the Creator, our ancestors longed to return to the Father, but Satan blocked their attempts and confused their minds. Instead of praying and asking God's forgiveness, early men took to the wilderness and fell further down almost to the animal level.

In His infinite love for His erring children, God set up a plan to reclaim us, to fortify us against sin and temptations, and to prepare us for His world and future creations. First, He inspired the more righteous people with a religion, to tie us back to Him. Slowly and painfully, men began to distinguish again between right and wrong, and began to worship God together. Apparently however, Satan has never fallen asleep and had a plan of his own. He tempted man with power, material goods, lavish lives, pleasures and indulgences and promised a paradise on earth. Man was again led astray and in spite of the warnings of the prophets and the teachings of the religion, mankind could not by itself extricate from Satan's arms. Satan did not want to be alone in sin. He wanted us around him.

It was probably then, when God decided to send Jesus to help us, the only one capable of defeating Satan. With patience and compassion, Jesus reminded us that our heavenly Father loves us and is awaiting us in His kingdom. He came to show us the "way" to salvation and return to God. Thus, by divine destiny, Jesus is the biggest enemy of Satan, and between them there will never be a compromise. Having to choose between Christian and evil ways, we collide, fight and suffer, and this is nowhere else more



obvious than in the countries taken over by communism such as my native Romania and the Eastern bloc. There appears to be an undeclared war waged between good and evil, and between Jesus and Satan. Can the righteous people win it without divine help? Is this tremendous struggle for the control of a piece of land, or for the control of the mind of man and the spiritual world?

Most of my life I thought that man was put on earth to use and change it, and I too made desperate efforts to change my world, but the more I tried, the more I failed. Then, I changed myself and in a very small way I did change the world. It appears that while we do change the world, God is using the world to change us. With our freedom of choice and according to our positions in life, everyone of us has an input in changing the world around. At the same time, the world with its zillions of events and arrangements, is shaping and changing us continuously. With our limited perspective, we cannot possibly see the entire picture and do not have much understanding for why and how everything is changing. This is God's privilege.

I came to believe that God is using each one of us to shape and reshape the world for His own Grand Purpose, and at the same time, He is using the entire world if necessary to mold each one of us individually for our own good. In a way, in God's infinite care, each one of us becomes in due time the center of His attention, and He may even revolve the whole world around us, using it as a gigantic polishing wheel to transform us into precious gems. He must rejoice immensely every time ~~He~~ turns out

a beautiful and shining diamond, strong and filled with huge potential energy, stored in a life-time of struggling and learning. From God's perspective, historical events or social arrangements of every sort, represent the myriad of facets of His universal tools and grinding stones with which He refines and perfects us. The biggest gift God gave us was our lives themselves, gracious second chances. The greatest gifts we can give back to God, is saving ourselves from Satan's destruction, accepting Jesus' help, and returning "home" into our Father's family.

I also came to believe that God is not preparing and training us only for this earth. Personally, I never felt fully at home here, and earth cannot be man's permanent home if God created us in His image. Otherwise, He would have commanded us to gather material goods, but Jesus actually warned us against storing treasures on earth, and instead insisted in storing treasures in heavens. I believe that God is getting us ready to live in His other worlds, and is preparing us for the next stage of His creation, when the time set aside for this universe will expire. Recent events in the East nevertheless, have convinced me that God has turned the wheel of history and has decided to win the earth once and for all. Then, He will bring about His grand Tomorrow.

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Vern
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For this grand Tomorrow, God needs Christian soldiers to eradicate evil, courageous explorers to probe the edge of the universe, sky surveyors to redraw His spaces, inspired scientists

Probably
no x

to put together the future worlds, righteous thinkers to reorder the elements, artists, poets and singers to praise, illuminated leaders to lead and loyal disciples to follow. He needs all of us, His heaven's heirs to be; stars with proper names in God's divine constellations. For His plans and for our benefit, God is reclaiming us and responsible humans cannot disappoint Him.

Having the entire view which we will never be capable of seeing, and knowing perfectly our souls since He created them, God only understands what events, what trails or what obstacles we should come across on our earthly journey in order to reshape us and make us worthy and capable for His worlds. This is the only way life makes full sense to me. Under this new shed, succeeding or failing acquires new meaning, and we cannot be the best judges of our own lives. Individuals, families or entire nations might have won their battles when they wept and suffered, or might have lost them when they celebrated irresponsibly.

impossible
no
Jesus

///

Didn't Jesus say that "he who has found his life shall lose it, and he who has lost his life for my sake, shall find it?"

Suffering and Redemption

I do not know where to place all those good non-Christians who believe in God and who live and suffer for their own right causes. It is up to them to find out, but for me it became clear that my return to God's kingdom rested with Jesus. I came to understand this during a long journey which took me from prison to prison and from country to country, and now I feel comfortable

me either

with my Christian philosophy. In spite of all the pain, I see beauty on earth, meaning in life, purpose in history, and order in universe. If there is sufferance, it is because Satan has made tremendous efforts and has devised innumerable ways to alienate us from God. It is because we live in sin. ///

With regard to sin, I would probably always be a sinner. After all, this is precisely why we all need divine help--to get out of our sinful condition. "Who is without sin, let him cast the first stone." I should not cast any stones, but because Jesus paid for our sins on the cross we are forgiven and in this there is hope for everyone.

To redeem ourselves it is very important as Christians to belong to a group or a church, but it is equally important to understand our stands and make personal commitments. It is not enough to belong to a Christian culture, attend services and delegate our representation before God to a priest or a pastor. Some of the most horrible crimes were committed by individuals coming from religious backgrounds. Had such individuals known Jesus, they would have done none of them. yes
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Redemption is a highly personal process. Russians, Romanians, Americans or Jews are equal before God, but individuals are not. Here again I was wrong. I too had delegated my relationship to God to the church, but obviously it was not enough. As Jesus told Nicodemus that one cannot enter the kingdom of God unless he or she is born again, and since

Jesus is the cornerstone of salvation, Christians must first know Him.

I do not know why people living in Eastern Europe and actually under any communist or oppressive regime in the world have suffered so much, but Jesus too suffered on his earthly journey. There should be a link between suffering and redemption. The entire claim of Christianity to be the Absolute Truth or salvation and return to God is born out of the Crucifixion, which implies HIS suffering. Suffering by itself is not a guarantee of redemption, but suffering for Christ is ----- undoubtably part of it.

*not ours, His
obedience
but not always
a requirement
only a
willingness*

Who is Jesus then? The only spotless, perfect human who ever walked on earth. The only God-like being sent in love by the Father to reclaim us. The only man who conquered death and came back to continue his ministry. The savior sent to us by God, His true son, God incarnate. Jesus is who He Himself said to be: "I am the way and the truth and the life. No one comes to my Father except through me."

There is indeed a time to be born and a time to die, a time to rejoice and a time to cry, a time to love and a time to hate, a time to suffer and a time to discover, a time to grow and a time to mature, a time to accept and a time to commit oneself.

Maturity means being wise enough to admit that you were wrong even when you persisted an entire lifetime in making mistakes. Maturity means patience and understanding toward others, as God Himself is infinitely patient with us. It means

*repentance
for self
motivation*

accepting the diversity of mankind made by God for a purpose. It is understanding our cosmic mission, which is nothing less than returning to God and fructifying the unique chance God gave us on earth. Maturity means making a commitment to the Lord and acknowledging Him in all our ways. yes

One calm Sunday morning, after attending a church service, I could wait no more and I made my commitment. I could not spell out the conditions of my surrender, but I renounced my desires for revenge and I left the administration of justice to God. I accepted my cross with serenity and promised to do my best. At last, there was light at the end of the tunnel.

Thinking about my new Christian stand, I began to understand more and more the paramount importance God has shown each of us. Bible study, Christian gatherings, and prayers penetrated even deeper into the fabric of my daily life. While becoming more modest than before, it made me smile at the idea that from His heavenly place, God is equidistant ^{or equally close} from all of us regardless of our social position. Before God, kings, emperors, and presidents are equal with simple and humble humans. On the other hand, looking at us from within, from our hearts we are as close to God as we allow Him to enter our lives.

My new Christian stand did not change my life automatically and did not bring me sudden happiness, although it moderated me and made me more patient. Again it was not an end but just another beginning. It gave me a new brand of courage which I had never known before, and the peace of mind for which I had longed

for many years. It was a mature understanding and acceptance of my life, a peaceful resignation, and the ultimate form of freedom.

There is indeed physical and material freedom; economic and political freedom; and there is intellectual and spiritual freedom. When I was punished to wear chains on my ankles and hands in solitary confinement, freedom was to be without chains. When I was locked up in a normal prison cell, freedom was to be allowed to roam in the prison yard. When I was eventually freed, I longed to escape from communism. After arriving to the United States, I had to struggle to acquire economic freedom and the means to sustain my graduate studies. Then, I had to fight the temptation to abuse my freedom, and to concentrate instead on acquiring new knowledge. Eventually, I reached the plateau where I longed for spiritual freedom, ^{and} where Jesus met me. And this was my journey to freedom. Paradoxically, once we find this ultimate freedom, we no longer need any of the others. Such is the Christian Way.

*always
a
struggle
for
the
desired*

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