

+1-541-942-9519 info@instove.org www.instove.org PO Box 368 Cottage Grove OR 97424 USA



## **InStove Supervisor Progress Feedback**

What has Lauren Wellbaum spent their time at InStove doing? Do you think this time has been well spent?

Lauren began her internship by familiarizing herself with professional social media techniques and strategies. She also added the Twitter handles of editors and journalists. Lauren created a concise list of compatible local University events which InStove could attend as well. Lauren's main project is her Social Media Campaign. Lauren's time has been well-spent. She has demonstrated a unique ability to work on multiple projects at once with minimal direction while still gaining experience and insight into the world of social media.

What is Lauren good at? Have they been a valuable member of the team? Have they worked on a project that led to a grant, major publicity, etc.?

Lauren is a self-directed individual. She works well with the other intern scheduled during her work hours, as well as on her own projects.

What suggestions do you have for Lauren? What could they improve on and how do you suggest they go about it?

I suggest that Lauren dive in to her Social Media Campaign. She has the unique opportunity to speak for the InStove team to thousands of followers and supporters.

I also don't know much about Lauren personally; I look forward to learning more about her in a professional context during the rest of her time with InStove. She has amazing ideas and backs them up with thorough supportive research.

Imagine you are asked for a recommendation letter from this intern. What would you write? Would you feel confident recommending them for a similar position?

Lauren Wellbaum is a Social Media Intern with us at Institutional Stove Solutions, a 501(c)(3) organization.

Ms. Wellbaum is a professional intern who arrives on time, works well with others or independently, and is good-natured. She is a source of positivity in the office while remaining on task. Ms. Wellbaum has experience with InStove on social media outlets such as Twitter, Facebook, and LinkedIn through her Social Media Campaign.