

References for Young Alumnae Trustee

You must provide two letters of recommendation that will give meaningful insights as to why you would be a good candidate for board membership. Please choose references from two of the following three categories:

- Wellesley alum or current student;
- Wellesley faculty or staff member;
- Current work colleague or manager.

Each letter should be limited to 250 words and should address some or all of the following topics:

- Ability to collaborate with others;
- Leadership skills;
- Willingness to speak up thoughtfully and with confidence;
- Sense of responsibility;
- Self-starter;
- Preparedness;
- Time availability and time management skills;
- Capacity to contribute;
- Ability to focus on big picture rather than a single issue.

Letters and your resume should be sent to YATrustee@wellesley.edu by December 31. It is your responsibility to make sure that your references are provided with the issues list set forth above and that your letters of reference arrive on time.