



Association of International Education Administrators
Leaders in International Higher Education

March 3, 2014

To Whom It May Concern:

Roy Chan was an active volunteer for the 2014 Association of International Education Administrators Annual Conference held in Washington, D.C., February 16-19.

Roy's participation was vital to the success of the conference. Hosting over 800 registrants, the AIEA conference offered 109 sessions; 5 keynote plenaries; 6 networking events and exhibits with 32 companies. As a volunteer, Roy was an integral part of a team responsible for ensuring all rooms for the sessions were properly set for attendees, audiovisual was working, assist presenters with setting up their presentations, monitor the door for registrants, distribution and collection of evaluation forms for each program.

Roy was reliable and 'rolled up his sleeves' to help with whatever tasks needed to be done. He was proactive in pre-setting signs and items that could be done in advance. He is flexible, is a team player, and works well under pressure.

Roy would be an asset to any team and we welcome the opportunity to provide this recommendation. We are confident Roy will do well as his career path develops and will be a value asset to any organization.

Sincerely,

Dafina Blacksher Diabate

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Assistant Director - AIEA