

October 5, 2011

Becky Wilson, UMR-ACUHO Membership Involvement Committee  
University of Iowa  
100 Mayflower Hall  
Iowa City, IA 52242

Dear Ms. Wilson,

Please accept my application for the position of UMR-ACUHO Secretary. It would be a privilege to serve the association in this role.

Spread out over the last 14 years, I have eight years experience in Residence Life at North Dakota State University and Concordia College. In my current role as Associate Director for Staffing, I supervise twelve full time hall directors, and complete the hiring and training processes for them and 107 resident assistants. In my first years as a hall director, I served two terms as a member of what is now the AIM Committee. Though my experience occurred over a decade ago, I believe that it does meet the desired qualifications for the secretary position.

In addition to my experience in residence life, I also bring to the table five years experience in academic support, orientation, athletics, and admission. I believe my experience in these areas will be valuable in assisting our organization when working with our partners across our campuses.

Having been back in residence life for two years, I feel the time is right to offer my services to UMR again. I am settled into my position, and am prepared to dedicate the time and resources necessary to this position. Participating in this role will give me deep insight into the workings of UMR-ACUHO. It will allow me to assist new professionals on our campus in navigating UMR and making the most of the association.

Serving as secretary will also allow me to build a network for the staff I mentor. We are developing excellent young professionals, and earning the trust and respect of the leaders in our organization will help me to find new opportunities for my staff.

Thank you for your time and consideration. I look forward to the opportunity to work more closely with my colleagues in UMR-ACUHO.

Sincerely,

Casey Peterson  
Associate Director for Residence Life Staffing  
North Dakota State University

# Casey T. Peterson

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1621 Maple Place ▪ West Fargo, ND 58078 ▪ 701.388.9037 ▪ [casey.peterson@ndsu.edu](mailto:casey.peterson@ndsu.edu)

## Education

Master of Education – Educational Administration December, 2001  
*North Dakota State University, Fargo, North Dakota*

Bachelor of Music – Vocal Pedagogy June, 1996  
*Lawrence University, Appleton, Wisconsin*

## Student Affairs Experience

Associate Director for Residence Life Staffing July, 2009 – Present  
*Residence Life, North Dakota State University*

Supervise, hire, and train twelve full time hall directors  
Hire and train 107 resident assistants  
Supervise, hire, and train seventeen summer COAR staff

Associate Director Learning Services/Athletic Academics August 2004 – July, 2009  
*Orientation and Student Success, North Dakota State University*

Progressively increased experience advanced from Coordinator to Associate Director over four years  
Served as department head for academics in Athletic Department  
Supervised, trained, and evaluated two professional staff, one graduate assistant  
Hired, trained and supervised Academic Collegiate Enhancement (ACE) student staff of 18-30  
Led NCAA eligibility certification process for student-athletes  
Coordinated campus efforts to educate faculty and advisors on NCAA academic rules  
Developed strong collaborative relationships with students, coaches, administrators, staff, and faculty  
Managed high volumes of paperwork, processes, and scheduled appointments  
Taught multiple sections of EDUC 123 Study Skills

Residence Hall Director December, 2002 – August, 2004  
*Residence Life, North Dakota State University* June, 1997 – May, 2000

Supervised and evaluated resident assistant and summer conference staff  
Created and conducted multiple training sessions  
Advised hall governments and student organizations  
Utilized student development theory as supervisor and university hearing officer  
Chaired department diversity committee to create strategic plan  
Responsible for complex administrative processes

Assistant to the Director of Admissions July, 2001 – July, 2002  
*Admission, Concordia College*

Counseled families regarding college choice, registration, and financial aid  
Organized scholarship, campus visit, and summer registration events  
Managed diverse applicant pool of 3000+ prospective students

Area Director August, 2000 – May, 2001  
*Residence Life, Concordia College*

Coordinated all aspects of national hall director search  
Supervised professional staff member and 18 resident assistants  
Completed ten hour collateral position as Academic Counselor  
Organized administration of 520 bed residential complex

## UMR-ACUHO Involvement

UMR-ACUHO Research and Information Committee 1997-1999  
Presented at several UMR-ACUHO conferences 1998, 1999, 2000, 2011  
ACUHO-I Attendee 2011

*Department of Residence Life – Division of Student Affairs*

*NDSU Dept. 5310  
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Fargo, ND 58108-6050*

701.231.7557

Fax 701 231 7599

*NDSU Residence Life@ndsu.edu*

October 1, 2011

Becky Wilson, UMR-ACUHO Membership Involvement Committee  
University of Iowa  
100 Mayflower Hall  
Iowa City, IA 52242

Dear Becky and UMR-ACUHO Membership Involvement Committee,

It is with great confidence; I submit this letter of support for Mr. Casey Peterson for the position of UMR-ACUHO Secretary. Casey exceeds the qualifications and is capable of completing all the responsibilities of this executive position. Additionally, North Dakota State University Department of Residence Life is prepared to financially support this endeavor.

Casey does not seek these responsibilities without careful consideration of his workload and institutional support. UMR-ACUHO would be fortunate to have Casey on the Executive Board. He will exceed expectations.

If you have any questions or need further explanation, don't hesitate to contact me.

Sincerely,



Rian Nostrum  
Director of Residence Life  
North Dakota State University  
701-231-7890  
Rian.nostrum@ndsu.edu