

Withdrawing from Consideration- Thank You Letter

733 Main Street
Williamsburg, VA 23512
December 1, 2003

Dr. Thomas C. Bostelli, President
Northern States University
2500 University Drive
Greenfield, MA 03241

Dear President Bostelli:

It was indeed a pleasure meeting with you and your staff last week to discuss your needs for a Director of Public and Government Relations. Our time together was most enjoyable and informative.

As I discussed with you during our meetings, I believe one purpose of preliminary interviews is to explore areas of mutual interest and to assess the fit between the individual and the position. After careful consideration, I have decided to withdraw from consideration for the position.

My decision is based upon several factors. First, the emphasis on fund raising is certainly needed in your case, but I would prefer more balance in my work activities. Second, the position would require more travel than I am willing to accept with my other responsibilities. Third, professional opportunities for my husband would be severely limited in northwest Massachusetts.

I want to thank you for interviewing me and giving me the opportunity to learn about your needs. You have a fine staff and faculty, and I would have enjoyed working with them.

Best wishes in your search.

Yours Truly,

Michele R. Folger

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