

## Zara A. Simpson

1400 East-West Highway, #701; Silver Spring, MD, 20910 • zara.a.simpson@gmail.com • 201.723.2654

To the Sisters of Tau Beta Sigma, National Honorary Band Sorority,

I am writing this letter to enthusiastically offer myself as a candidate for the position of National Vice President for Communication and Recognition (VPCR) for the 2017 - 2019 Biennium.

The constitutional duties for this position outline the role as a Recording and Credentials officer, which requires recording and publishing meeting minutes, and signing shingles and other business items. These are administrative duties I fulfilled as both the Northeast District (NED) Secretary and Northeast District Alumni Association (NEDAA) Secretary. However, I have witnessed that the extended responsibilities this position entails lie in the areas of building interpersonal relations with students, utilizing effective means of communication, and facilitating adequate opportunities for recognition. I am consistently inspired by the diversity within our Sisterhood and feel I have the skills to facilitate communication and recognition which would ensure that the amazing achievements of our Chapters and Sisters are properly shared and displayed to encourage and inspire each other.

As an active Sister, I served as the 2012 Northeast District Convention Chair, following which I was elected as NED Secretary. My capabilities were displayed as I worked closely with the Joint District Councils, as well as engaged in National correspondence, to ensure a successful convention including a concert performance by the Air Force Band. It was also my responsibility to disseminate information regarding the event and answer all questions; this task was achieved through emails, social media, and an up-to-date website featuring an event preview video. After being elected to District Council, I had the esteemed pleasure of meeting hundreds of sisters, striving to get to know each one by name and face as an individual, as well as hearing their Chapter triumphs and struggles. Our council worked to increase District correspondence, encouraging Sisters and Chapters to share ideas, inspiration, and support. While serving NEDAA, I began using pictures to gain attention for social media posts and emails calling for awards submissions, as well as tweeting out to each Joint NED Chapter on their Charter Day.

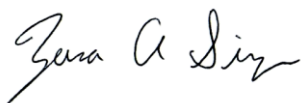
The VPCR is at the forefront of communication between the National Council and both active and alumni sisters. In the most recent biennium, this was demonstrated in the form of listserv emails and newsletters, social media posts, Student Chats, and submissions to *The Podium*. I believe information should be relayed in multiple forms to ensure that all Chapters have an access point, but there should be a central home online where chapters can always find the most up-to-date newsletter or announcement. I am prepared to collaborate with National Headquarters Staff to further develop our newly redesigned website. The current TBS Student Chats are an excellent model by which idea exchanging currently occurs, but potentially only cater to the truly involved and informed. In order to engage the general membership, I will find time to introduce myself to each Chapter personally, reinforcing that I am approachable and available for any question, concern, or suggestion and inquiring as to their preferred method of contact for future correspondence.

Every opportunity to meet other Sisters since becoming active has provided me with a greater understanding of the diversity that exists among chapters, which should truly be celebrated habitually. The amazing achievements by our Chapters, as recognized by other Chapters, the District, or National Leadership Teams, could be incorporated into the Tau Beta Tuesday Newsletter, adding a Chapter spotlight section to a publication currently focused on National Council and Alumni Association updates. This past March, Chapters were ecstatic when their image was featured during the 13 Days of Wava. It is obvious that students appreciate recognition, no matter how small.

I have also honed my skills in communication and recognition through my professional career as a middle school mathematics teacher. Interactions and personal relationships are created daily between myself and my students, their parents, my colleagues, and the administration all working towards the common goal of student learning and growth. This requires a balance of professionalism and personal connection, as well as differentiation of instruction, and timely and consistent positive feedback. Often, students must learn to locate and utilize their resources as much as have their content specific questions answered. I take pride in the bond I have created with my students and the trust they put in me daily. Additionally, I spend weekends volunteering my time as a game day photographer and videographer for the Mighty Sound of Maryland, continuing to serve collegiate bands and helping to create a positive band experience for participants.

The experiences this organization has afforded me thus far are absolutely invaluable. It would be an honor to be selected to serve as 2017 - 2019 National Vice President for Communication and Recognition and be part of helping younger sisters create their own amazing memories. Thank you for your consideration of my application, please feel free to contact me with any further questions you may have.

Respectfully submitted,



Zara A. Simpson

*Candidate for National Vice President for Communication and Recognition*

Tau Beta Sigma, Life Member #3106

Beta Eta Chapter, University of Maryland

Honorary, Iota Alpha Chapter, Marist College

Honorary, Eta Sigma Chapter, Towson University

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## EDUCATION

### University of Maryland – College Park

College Park, MD

#### *Masters of Education*

May 2016

Major: Middle School Mathematics and Science, GPA: 4.0/4.0

- Conducted research regarding effective collaborative learning techniques and their effects on content and procedural understanding and performance; writing dissertation and presented findings to colleagues

#### *Bachelor of Science*

May 2013

Major: Materials Science & Engineering (Focus: Biomaterials), GPA: 3.1/4.0

- Senior Design Project: Synthesis and Testing of Shape Memory Polymers for Biomedical Uses

Minor: Nanoscience & Technology

College Park Scholars Citation: Public Leadership

August 2008 – May 2010

Study Abroad Experience; Seville, Spain

January 2010

## TEACHING EXPERIENCE

### Old Mill Middle North School – International Baccalaureate

Millersville, MD

*Teacher, Eighth Grade, Mathematics, co-taught and general Math 8, Algebra*

August 2017 – Present

- Differentiate instruction to meet the needs of students with a wide range of abilities and accommodations

- Recognize students and colleagues for positive interactions using school-wide and in-class methods of praise

- Serve as an assistance coach for two after school activities, Girls on the Run and the Step Team

- Learning to play the alto saxophone to fill a need in the school's small jazz ensemble

### Greenbelt Middle School

Greenbelt, MD

*Student Teacher, Seventh Grade, Science, two sections Intensive Special Education*

Nov. 2015 - March 2015

- Designed lessons for multiple students with disabilities affecting their ability to recall and retain information, as well as account for a variety of accommodations, as outlined in each unique IEP

### Kenmoor Middle School

Hyattsville, MD

*Student Teacher, Sixth Grade Science*

August 2015 – October 2015

*One section co-taught 28 students: 21 IEPs and 7 ELLs, two comprehensive sections, one section TAG*

- Organized lessons according to the steps of Scientific Inquiry to reinforce student understanding of how scientists work in a logical manner and create a consistent day-to-day and weekly routines

- Translated lessons into Spanish in order to give instructions and key vocabulary in both languages, as needed

### Wilde Lake Middle School

Columbia, MD

*Mathematics, two sections totaling 38 G/T Geometry students*

August 2014 – April 2015

- Designed and executed interdisciplinary lesson relating geometric transformations to music in which students composed and performed their own piece with translated, reflected, rotated, and dilated notes on the staff

- Implemented warm-up activity designed for students to constructively critique the reasoning of their peers

## OTHER RELEVANT EXPERIENCE

### FIRST Robotics Competition and Lego League

Various Locations

*FRC Team 1676 Member / Volunteer*

Sept. 2005 – Present

- FRC Volunteer: Supporting student interest in STEM by assisting at regional and national competitions

- FLL Core Values Judge: interviewed elementary and middle school students about their teamwork and learning experiences while preparing for the competition and selected outstanding award recipient

## LEADERSHIP EXPERIENCE / PROFESSIONAL MEMBERSHIPS

- *Member, Phi Kappa Phi, 022CP Chapter*

Inducted May 2016

- *Substitute Teacher, Prince George's County Public Schools*

March 2016 – June 2016

- *Treasurer / Sergeant at Arms, VP Membership, Sigma Alpha Iota, Gamma Epsilon*

Dec. 2014 – May 2016

- *Member, Omicron Delta Kappa, Sigma Circle*

Inducted December 2014

- *Game Day Staff, Photographer/Videographer, Mighty Sound of Maryland*

August 2013 – Present

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## MEMBERSHIP PROFILE

Initiated May 2<sup>nd</sup>, 2010, Beta Eta Chapter at the University of Maryland  
Active, May 2010 – May 2013; Life Member, July 2013 to present  
Honorary, May 9<sup>th</sup>, 2015, Iota Alpha Chapter of TBΣ at Marist College  
Honorary, April 24<sup>th</sup>, 2016, Eta Sigma Chapter of TBΣ at Towson University

TBSAA, July 2013 to present  
NEDAA, July 2013 to present

## OFFICES / LEADERSHIP POSITION HELD

*Northeast District Alumni Association (NEDAA) Secretary, 2014-2015*

- Presented workshops related to Public Speaking and Interview and Resume Skills
- Monitored membership and dues payment for the year, including some recruitment
- Organized “NEDAA Hangouts” for alumni and active Brothers and Sisters to bond

*Northeast District Secretary, 2012 – 2013*

- Encouraged several NED Chapters to submit articles and be featured in the Podium
- Created ice breaker game for Meeting weekends to increase District Joint Communication

*Corresponding Secretary / Chair of Expansion Committee, 2011 – 2012*

*Northeast District Convention Co-Chair, 2010 (fall) – 2012 (spring)*

- Researched and compiled 40-page bid packet outlining the feasibility of hosting convention at Maryland; oversaw and organized all aspects of this two-day event for 700 people
- Traveled to all three Precinct Meetings of the 2012 Travel Season to promote the event
- Managed communication regarding the event between our host chapters and both District Councils, the National Councils regarding the Air Force Band Performance, and all attendees

*Alumni Chair / Chair of Alumni Committee, 2010 – 2011*

- Composed emails to alumni that included chapter event details, as well as sections that recognized the achievements of Sisters and Ensembles and the upcoming concert and musical event dates
- Received overall favorable feedback from alumni via Colleen Williams regarding alumni relations

## CONVENTION ATTENDED

- *National:* Lexington, KY (2015) – Delegate, Beta Eta (Life Member); Springfield, MA (2013) – Proxy – Theta Mu, Colorado Springs; CO (2011) – Proxy, Gamma Chi
- *District:* Lancaster, PA (2017); Marist College (2016); West Chester University (2015); University of Connecticut (2014); University of Maryland (2012); James Madison University (2011)
- *Precinct:* Southern (2017, 2013, 2012, 2011); Central (2014, 2013, 2012); Northern (2013, 2012)

## INTER-CHAPTER AND ALUMNI INTERACTIONS

- *TBΣ Chapters Visited:* Theta Pi, Bowie State Installation, 2010; Eta Sigma, Towson University; Gamma Omega, University of Pittsburgh, 2013; Zeta Upsilon, West Chester University, 2013; Iota Alpha, Marist College, 2015
- *KKΨ Chapters Visited:* Gamma Xi, University of Maryland; Omicron, KKΨ, and The Pride of West Virginia, University of West Virginia, 2012; Iota Delta, KKΨ, 25<sup>th</sup> Anniversary Dinner, 2014
- *Joint Events Attended:* Picnic on the Mall, KKΨ, Omicron Alumni Association, 2010, 2012, 2014, 2015, 2016
- *Workshops Presented:* “Corresponding Secretary,” 2011 NED Convention; “District Daze,” 2012 Southern Precinct Meeting, “Public Speaking” and “Interview and Resume Skills,” 2015 NED Convention.
- *Publications:* “Two Degrees of Relativity,” and “The Secret to Success” in Fall 2012 *Podium*

## COMMITTEES SERVED

- *National:* Sisterhood and Spirit (2015), Ritual and Regalia (2013), Ways and Means (2011)
- *District:* Sisterhood and Spirit (2013, 2011), NEDAA Round Table Participant (2014 – 2017)
- *Chapter:* Membership (SP13, SP11), History (SP13), Service (FA12, SP11, FA10), Ways and Means (FA12, SP12, FA10), Ritual (FA11), Joint (SP11), Judiciary (FA10)
- *TBSAA:* Special Projects and Membership (2014 – 2015), Programs (2015 – 2017), Participant in Mentor/Mentee Program



Photo by Ken Rubin Photography



April 18, 2017

To Whom It May Concern:

I am writing to recommend Zara Simpson for the position of the National Vice President for Communication and Recognition. As a member of my department, Ms. Simpson has demonstrated two very important skills when working with adolescent students, the ability to communicate ideas and expectations, as well as providing feedback and recognition in a timely manner.

Ms. Simpson values communication between herself, her students and their parents a great deal. She manages her team's Blackboard site which keeps the students and parents up to date on upcoming assignments and provides resources for students who are struggling and excelling. She has made herself available to her students through online chats to discuss math questions while they are at home and on days off from school. Her students are comfortable to ask for help and are confident that she will be there for them. I believe that these strategies and means of communication are perfect examples of her believe in the importance of communication and the ease at which she does so.

Ms. Simpson also understands the significance of feedback and recognition. She has modeled for the students how to provide constructive feedback and recognition by conferencing with students on their grades and creating a game plan for how to improve areas of concern. She has also taught her students how to provide recognition to those around them. As a team building activity, Ms. Simpson encouraged her students to submit statements of pride about their classmates. She then displayed the statements in her classroom. This activity built a strong sense of community within her classroom. This demonstrates her ability to bring a community together based on positivity and recognition.

In my opinion, I believe that Zara Simpson would be an excellent National Vice President for Communication and Recognition. Please feel free to contact me with any further questions.

Sincerely,

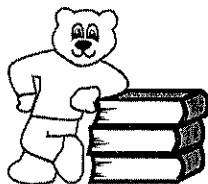
A handwritten signature in blue ink that reads "Elizabeth Emerson".

Elizabeth Emerson

Math Department Chair, Old Mill Middle North

[ememerson@aacps.org](mailto:ememerson@aacps.org)

410-969-5950



# Abbottston

ELEMENTARY SCHOOL #50

*Where Excellence is the Expectation*

SCHOOLWIDE TITLE I

April 7, 2017

To the Sisters of Tau Beta Sigma Nominations Committee

Dear Committee,

It is my pleasure to write a letter of nomination for Ms. Zara Simpson who is interested in running for the position of National Vice President for Communication and Recognition.

I have known Ms. Simpson for many years as she has moved from active, to district leader, to alumni sister of Beta Eta chapter of Tau Beta Sigma at the University of Maryland. Ms. Simpson presents herself as an enthusiastic sister, ready to learn about any aspect of the sorority.

Ms. Simpson is highly engaging, and students feel she is approachable and able to listen to their concerns. She has traveled to several districts in order to get to know the variety of ways chapters carry out our organization's vision and mission.

One of Ms. Simpson's strongest attributes is her consistent positive attitude about the work that is ahead of us. She will be a team player, interested in meeting her goals in her officer position, but also lending a hand wherever it may be needed.

I am pleased Ms. Simpson is running for office, and know that this experience will broaden her scope and level of interest to serve our organization.

If you have any further questions, please do not hesitate to contact me.

Sincerely,

Cathy Miles, Life Member, Tau Beta Sigma, 443-388-6096 (cell)

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The Vision of Abbottston Elementary School is to equip all students with the ability to achieve at high levels, both academically and socially, in order to become college and career ready. We accomplish this by knowing our students well and by including all stakeholders to provide high quality instruction and a nurturing community where children feel safe, productive and successful.



# UNIVERSITY OF MARYLAND

SCHOOL OF MUSIC

2110 Clarice Smith Performing Arts Center  
College Park, Maryland 20742-1620  
301.405.5549 TEL 301.314.9504 FAX  
[www.music.umd.edu](http://www.music.umd.edu)

April 19, 2017

Members of the National Council of Tau Beta Sigma:

This correspondence is a letter of recommendation for Zara Simpson. For the past eight-years, I have had the distinct pleasure of working with Ms. Simpson, first as a student member, and now as an alumni game-day staff member of *The Mighty Sound of Maryland* Marching Band. Throughout that time, she has proven to be a reliable and resourceful individual who lives a life of service to bands, supporting the highest ideals of Tau Beta Sigma.

As a member of the Beta Eta Chapter at the University of Maryland, Zara's "can-do" attitude allowed her to serve both the bands and her chapter in amazing fashion. She was a member of numerous committees including membership, history, service, ways and means, ritual, and judiciary. Additionally, Zara was instrumental in organizing the 2012 District Convention as well as our annual Band Parents Day. In the band proper, she was also a highly-respected student mentor for our younger members and was always willing to lend a helping hand for whatever they may need regarding college life or performance concerns.

On the district and national level, Ms. Simpson has continued to serve Tau Beta Sigma. She has held numerous offices and leadership positions, attended three national conventions, six district conventions, and nine precinct conventions, worked diligently on inter-chapter and alumni relations, and served on seven committees.

Zara Simpson is dedicated to the betterment of bands, empowering women in music, and serving the sorority. She will be an outstanding National Vice President for Communication and Recognition and has my highest recommendation.

MLITB,

Eli R. Osterloh  
Interim Associate Director of Bands  
Director of Athletic Bands  
University of Maryland School of Music