

January 9, 2017



To whom it may concern:

Kristina Huntsman has been an integral part of the Des Moines Arts Festival's all-volunteer Event Management Team (EMT) since 2014. Her role during this time has been as a leader within the Festival's Volunteer Relations team. This team is the initial contact for all 1,000+ incoming volunteers, who contribute their time to the event each year. Prior to joining the EMT, she was a committed volunteer, who helped support the Festival for several years.

The obligation of the Event Management Team is significant. They work closely with DMAF staff leading up to the event and manage specific areas throughout the three-day weekend of the festival. This includes load-in, load-out, volunteer management, troubleshooting, and more.

Kristina has consistently proven herself to be crucial member of the forty-person team by not only fulfilling the standard requirements, but also by providing leadership to the rest of the team when necessary. A specific example I can recall is during the 2015 Festival, just her second year on the team. The Festival's Volunteer Headquarters, which manages all incoming volunteers, was short staffed due to several unexpected events. Kristina took it upon herself to not only work extra-long hours, but to quickly train general volunteers to help manage the incoming flow of volunteers throughout the rest of the weekend. Because of her dedication and quick response, all volunteer shifts were fulfilled and the festival was a success.

I am grateful for Kristina's past dedication and look forward to her being a part of the Event Management Team once again in 2017. She is a valuable asset and our team is stronger with her.

Sincerely,

A handwritten signature in black ink, appearing to read "James Bruton".

James Bruton
Operations Manager
Des Moines Arts Festival

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