



Central Union Mission

1350 R Street, NW • Washington, DC 20009
202-745-7118 • 202-MISSION • f: 202-232-7072
info@missiondc.org • www.missiondc.org

April 27, 2009

To Whom It May Concern:

This letter is to recommend Bradford C. Hearn for future employment. Brad has served with distinction at Central Union Mission for the last four years with a variety of responsibilities in the areas of information technology and donor (public) relations.

As an assistant director, he has conducted IT training and supervised staff IT activities for over 30 people. He has also assisted scores of people in need of computer training in basic operations and higher level training for those who were capable. He took a barely operable network and turned it into a smooth, reliable system that all our staff count on, and he designed and maintained our award-winning web site. He also tested and evaluated a large variety of electronic donations to our mission to determine their best use or other disposition. He has almost single handedly turned our organization into a well connected group centered on our computer-related communications.

Brad has also excelled in working with those who donated funds, time and resources. When people did not understand our receipting system or a mistake was made, it was Brad's task to explain the situation, call for corrections when needed and to build a positive relationship for the future. We regularly received letters or calls from donors expressing appreciation for how well their issue was handled. Direct mail was the heart of our fundraising effort and Brad was a major player in dealing with our agency and our annual decision making process. He understands the non-profit business.

For additional information or questions please call me at (202) 238 9300.

Sincerely,

David O. Treadwell
Executive Director