

Application for Employment

Stephen Quigley

Applying for the Following Position:

1. Please see cover letter and attached resume.

SchoolSpring Plus+

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About This Application

This is a digital job application initiated by Stephen Quigley using SchoolSpring Plus+, a service that allows educators to manage their job search and documents online. There is no fee to consider or accept this application. Applicants may only use SchoolSpring Plus+ to apply to specific jobs or schools; it is *not* for mass distribution of applications. If you have any questions regarding this service please [email us](#). We appreciate any comments you may have regarding this service.

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Please be advised that I wish to apply for the position so indicated on your web site and submitted here to. I am a recent retiree from the educational publishing industry, having served that sector for over forty years. I have extensive interests in education, in general, and in teaching and coaching swimming, in particular. I am a well-organized, highly-respected, energized individual who will give 110% to any job that I receive and accept. Please also note that I am adaptable; i.e., I have the capacity to work in or with several kinds of environments, surroundings, people, and disciplines. You will not regret hiring me.

I can be reached either by email or phone. I would prefer to work on a full-time basis, but, given tight budgets and limited resources, I am open to the prospect of part-time work.

In the hopes that I hear back from you and/or an associate, I remain,

Sincerely,

Stephen H. Quigley
10 Leicester Road
Marblehead, MA 01945
Ph. 781-576-9683
email: stephen.h.quigley@gmail.com

Ps. FYI, I was awarded the "Massachusetts State Substitute Teacher of the Year" in 2016.

Applicant Profile

Name	Stephen Howard Quigley		
Other/Birth Names	Steve	Social Security #	____-____-____
Current Address	10 Leicester Road Marblehead, MA 01945	Permanent Address	
Phone Number	781-576-9683		
Email	stephen.h.quigley@gmail.com		
Web Site	swampscott.wickedlocal.com/sports/20180802/north-shore-youth-tri-racing-team-also-comprise		

Career Information

Highest Degree	Bachelor	Credits Beyond Degree	None
Years Experience	41 years		
Date Available	September 1, 2018		
Are you currently under contract? No If yes, where?			
Eligible to work in US without sponsorship?	Yes		

Stephen Howard Quigley

10 Leicester Road Marblehead, Massachusetts 01945
781-576-9683 stephen.h.quigley@gmail.com

Education

Dartmouth College

Hanover, New Hampshire
Bachelor of Arts

Major: French, **Minor:** International Relations

GPA: 3.500

Credit Hours: 120

September 1969 to June 1973

Transcript
(included)

Marblehead Senior High School

Marblehead, Massachusetts
September 1965 to June 1969

Experience

Kelly Educational Staffing

Feb 2018 - Mar 2018

Long-Term Substitute 7th Grade ELA
Danvers Public Schools

Taught English language arts to 86 7th-grade students for five weeks while regular teacher was on disability leave.

Reason for leaving: Position ended.

Supervisor: Matthew McGuinness (781-272-2041)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

Kelly Educational Staffing

May 2017 - Jun 2017

Long-Term Substitute 6th-Grade Math/Science
Marblehead Public Schools

Taught math and science to 48 6th-grade students for two months while regular teacher was on maternity leave.

Reason for leaving: Position ended.

Supervisor: Matthew McGuinness (781-272-2041)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

Kelly Educational Staffing

Jan 2017 - Feb 2017

Long-Term Sub in 6th-Grade Mathematics/Science
Marblehead Public Schools

Teach math and science at the 6th-grade level for a 2-week period with a team of 40-plus students.

Reason for leaving: Term ended.

Supervisor: Linda Harden (7815769683)
Experience Type: Public School, Part-time
It is **OK** to contact this employer

Kelly Educational Staffing

Dec 2016 - Jan 2017

Long-Term Sub in Social Studies
Marblehead Public Schools

Teach 7th-grade social studies with concentration on Mesopotamia and month-long/hands-on activity centered around same in the form of an artifact and descriptive presentation.

Reason for leaving: Paternal leave expired.

Supervisor: Linda Harden (7815769683)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

Kelly Educational Staffing

Sep 2016 - Sep 2016

Long-Term Sub in Library and Media
Stoneham Public Schools

Managed and maintained the library and its media center facility. Taught three classes a day in grades 5 and 6 on the accessibility and usefulness of media resources.

Reason for leaving: Long Term (but limited) status

Supervisor: Linda Harden (781-272-2041)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Kelly Educational Staffing

Apr 2016 - Jun 2016

Long Term Sub in Exploratory World Languages
Marblehead Public Schools

Teach 250 students (essentially the entire 6th grade) the culture, geography, history, and language of the French, Latin, and Spanish people as an incentive for further study. Covered a maternity leave for a school term.

Reason for leaving: Long Term (but limited) status

Supervisor: Linda Harden (781-272-2041)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Kelly Educational Staffing

Sep 2014 - Present

Substitute Teacher
Burlington, MA

Substitute teach at multiple schools (elementary, middle, and high) within the Kelly system, i.e. Towns of Stoneham, Danvers, and Marblehead. Integrate well with staff and administrators. Have received praise for job well done in what can be both a stressful and last-minute environment. Am able to make independent decisions on-the-spot.

Reason for leaving: N/A

Supervisor: Linda Harden (781-272-2041)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

North Shore Youth Triathlon Team

Jan 2016 - Present

Swimming Coach
Marblehead, MA

Teach the swimming leg of triathlons to children aged 7-17 on a weekly basis. Current team includes 12 participants, several of whom have attained regional and/or national (elite) status.

Reason for leaving: N/A**Supervisor:** Francesca Trioli (7815262393)**Experience Type:** Other, After school/EveningIt is **OK** to contact this employer

Bear Hill Golf Club

Apr 2016 - Aug 2016

Head Swim Coach and Swim Instructor
Stoneham, Massachusetts

Coach a summer swimming team of 75 boys and girls aged 6 to 16. I am also the lead swimming instructor for over 100 boys and girls aged 3 to 13. In both capacities, I oversee a staff of from 2-3 individuals.

Reason for leaving: Not applicable.**Supervisor:** Peter Ginivisian (781-245-4295)**Experience Type:** Other, SummerIt is **OK** to contact this employer

Lynch/van Otterloo (Marblehead/Swampscott) YMCA

Sep 2005 - Jun 2017

Swim/Lifeguard Instructor, Coach
Marblehead, MA

Teach swimming to over 300 youngsters a year. Initiated and developed a Middle School swim team that started out with 5 swimmers and hosts more than 30 to-date. Conduct 5 lifeguarding courses each year, turning out over 30 guards on an annual basis. Fully certified with YMCA, Boy Scout of America, American Safety & Hazard Institute, and USA Swimming credentials.

Reason for leaving: Not applicable.**Supervisor:** Susan Guertin (781-631-9622)**Experience Type:** Other, Part-timeIt is **OK** to contact this employer

Swampscott Public Schools

Sep 2014 - Jan 2016

Substitute Teacher
Swampscott, MA

Substitute teach at multiple schools (elementary and high) within the Town of Swampscott. Integrate well with staff and administrators. Have received praise for job well done in what can be both a stressful and last-minute environment. Am able to make independent decisions on-the-spot.

Reason for leaving: Wanted to work exclusively for Kelly Educational Staffing.**Supervisor:** Administration (781-596-8800)**Experience Type:** Public School, Part-timeIt is **OK** to contact this employer

John Wiley & Sons, Inc.

Jul 1995 - Aug 2014

Associate Publisher

Hoboken, NJ and Marblehead, MA

Oversee and acquire in the statistics and mathematics book program of Wiley-Blackwell; Manage 2-3 people; Have met or exceeded all goals on a consistent basis; Have developed numerous innovative electronic products; Have signed over 750 projects and published 675; Work on 60-80 manuscripts at any one time; Travel to Europe (Chichester, Paris, and Florence), Canada, and Australia to promote program among academics, professionals, and inter-company executives.

Reason for leaving: Am still in position.**Supervisor:** Janet Bailey (201-748-6000)**Experience Type:** Other, Full-timePlease **do not** contact this employer**PWS Publishing Company (Cengage Learning)**

Jul 1988 - Jun 1995

Senior Editor

Boston, MA

Signed well over 120 mathematics projects; "Editor of the Year" in 1990; Averaged 10% increase annually; Member, Board of Managers, 1991; Single-handedly initiated \$1 million calculus reform project out of Oregon State University which became a leading-edge, technologically-driven product; Managed 3-4 people; Also oversaw advanced series with twenty titles (most self-originated).

Reason for leaving: More pay; more responsibility; promotion.**Supervisor:** David Geggis (800-354-8488)**Experience Type:** Other, Full-timeIt is **OK** to contact this employer**Scott, Foresman Company (Pearson)**

Jan 1985 - Jun 1988

Editor

Glenview, IL

Mathematics; Signed over 80 product in excess of \$8.5 million in first-year sales (\$3.5 million in the first year of employment); Earned all "Far Exceeds" performance ratings; Served on editorial bonus committee; Acted as software specialist for the Division; Propelled SFC mathematics series into viable alternate markets; '86 sales were up 15%; '87 sales 22%; and '88 sales at 20%.

Reason for leaving: Wanted to relocate to home area; promotion.**Supervisor:** Jack Pritchard (deceased) (201-236-7000)**Experience Type:** Other, Full-timeIt is **OK** to contact this employer**Addison-Wesley Publishing Company, Inc. (Pearson)**

Sep 1973 - Dec 1984

Sales Rep, Editor, Regional Sales Manager

Reading, MA

Regional Sales Manager: in the Midwest; Duties included the organization and development of a regional sales force to maximize sales and editorial acquisitions; Increased sales approximately 30% since taking position; Region signed \$4.3 million first-year sales (contracts) in two years; Managed and evaluated 18-20 people (hired 15 over a 3-year period); Budget of \$800K on \$8 million gross sales base.

Acquisitions Editor: in Mathematics and Earth Sciences; Duties included acquisitions, development, and internal promotion of over 200 titles; Increased sales approximately 80% since taking position; Signed

over 75 titles; Total plant-to-sales ratio (revision and new) was 1-10; Numerous design awards; Created MAA standing committee on Corporate Relations.

College Sales Representative: in Washington, DC; Duties included promoting and selling text materials, finding author prospects, and providing marketing information; Increased sales 100% since taking position; Member for two years of the \$100K Club.

Reason for leaving: Company on verge of buy-out.

Supervisor: David Geggis (201-236-7000)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Marblehead B.P.O.E. (Elks)

Jun 1967 - Sep 1973

Lifeguard, Swim Coach, Pool Director

Marblehead, MA

Maintained and supervised local pool environment (one of five in the immediate area). Taught over 400 swimmers during tenure. Coached swim team to four town championships. Held annual water ballet show at night and organized elaborate swim team banquet. Had a staff of 2 full time and 3 part time guards/instructors. Fully certified.

Reason for leaving: Graduated from college.

Supervisor: John Tirrell (781-631-5138)

Experience Type: Other, Summer

It is **OK** to contact this employer

Marblehead/Swampscott YMCA

Aug 1965 - Jun 1969

Swim Instructor

Marblehead, MA

Taught swimming to over 400 students during tenure in position. Worked summers in Small Fry Camp on-location at the Y. Youngest staff member. Received Broughton Award for commendable youth leadership.

Reason for leaving: Graduated from high school.

Supervisor: Peter Theriault (781-631-0005)

Experience Type: Other, Part-time

It is **OK** to contact this employer

Marblehead/Swampscott YMCA

Jun 1965 - Jun 1967

Assistant Swim Instructor (Small Fry Camp)

Marblehead, MA

Assisted other swim instructors during summer swim program for children aged 3-6

Supervisor: Susan Guertin (781-631-9622)

Experience Type: Other, Summer

It is **OK** to contact this employer

Additional Information for Stephen Howard Quigley

MOST RECENT:

Long-term substitute teacher for 7th-grade ELA (Spring 2018)

Long-term substitute teacher for 6th-grade Mathematics/Science (January 2017)
Long-term substitute teacher for 7th-grade Social Studies (December 2016)
Long term substitute teacher for Library and Media Resources (September 2016)
Long term substitute teacher for World Languages (April-June 2016)
Voted "2016 Commonwealth of Massachusetts Substitute Teacher of the Year"
Voted "Staff Employee of the Year (2014)" at the Lynch/van Otterloo YMCA in Marblehead, MA
Worked as a substitute teacher over 80 days during AY14-15 and currently 100-plus days (AO April 2016)

PAST AND PRESENT PROFESSIONAL AND COMMUNITY ORGANIZATIONS:

American Mathematical Society; Mathematical Association of America; American Mathematical Association of Two-Year Colleges; National Council of Teachers of Mathematics; American Statistical Association; Association for Supervision and Curriculum Development (ASCD); Geological Society of America; Massachusetts Bar Association; Boston Rotary International (Board Member); Marblehead School Committee (Chairman); American Red Cross (Board Member); Boy Scouts of America; Corinthian Yacht Club (Operating Committee); Dartmouth College Alumni Council; Independence Day Commission; Chamber of Commerce Accreditation Team; Star of the Sea Parish (lector); Goldthwaite Reservation (Board Member); Marquis' Who's Who (in fifteen volumes); United Kingdom International Biographical Centre (in eight volumes) and Man of Achievement Award 2002/7; Strathmore's Who's Who; Recipient of American Medal of Honor from American Biographical Institute, Inc.; Founding Member: Friends of the Performing Arts (Marblehead High School) and North Shore Friends in Publishing; MHTV sports commentator; American Association of Publishers/Professional Society Publishing Book Award 2001, 2002, 2007, 2010, and 2012; Young Men's Christian Association Swim Marathon 2005; Swimming Coach (North Shore Youth Triathlon Team)

HOBBIES:

Masters' swimming (2nd in 2006 Bay State Games), sailing, tennis, singing, computing.

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Swimming Accomplishments

High School, 1965-1969 (No high school swimming team at the time):

**Twice, New England Area Amateur Athletic Union (NEAAU, equivalent USS) "Swimmer of the Year" (1968 and 1969)

**Double Record Holder and Champion, Massachusetts Interscholastic Athletic Association (MIAA) Swimming, 200- and 500-Yard Freestyle, 1968

**NEAIAA Record Holder and Champion, 500-Yard Freestyle, 1968

**Qualifier, 1968 Olympic Trials, New England Region

**Marblehead High School Boosters' Club Special Recognition Award, 1969

College (1969-1973):

**Captain, Dartmouth College Swimming Team

**Most Number of Swimming Records Held in Any Given Year, Dartmouth College (6 events)

**Coach, Marblehead Elks (BPOE) Swimming Team (twice town champions), 1967-1973

Post College (1973-present):

**Assistant Coach, Potomac Woods Swimming Club (Potomac, Maryland), 1973-1975

**Award Named in Honor (of SHQ) at Potomac Woods called "Highest Attitude in Swimming"

**MIAA Swimming Official (4 years)

**Illinois State Swimming Official (4 years)

**Friend and Colleague of Phil Whitten, Swimming Hall of Fame Inductee and former Editor-in-Chief of Swimming World Magazine; served as co-Chairmen on the Marblehead School Committee

**Commentator, MH-TV10 (Marblehead), high school swimming and indoor track

**Second Place, 2006 Massachusetts Bay State Games, 50 And Over, 800-meter (LC) Freestyle

**Assistant Coach, Marblehead HS Swimming and Diving Team, 2012-2014, Conference Dual Champions, Conference Meet Girls' Champions, and Conference Meet Overall Champions (two years in a row)

**Swim Coach, Bear Hill Golf Club (Stoneham, MA), Summer 2016

**Swim Coach, North Shore Youth Triathlon Team

Dartmouth College (BA)

Bachelor of Arts

OFFICIAL TRANSCRIPT
Verified by SchoolSpring on May 12, 2013

Fall 1969		Grade	Credits			Grade	Credits
FRESHMAN LIT & COMP ENGL 1	C-	1.0	INTRODUCTORY FRENCH FREN 2	A	1.0		
ELEMENTARY FUNCTIONS MATH 2	A	1.0	PHYSICAL EDUCATION P E	CR			

Winter 1970		Grade	Credits			Grade	Credits
INTRODUCTORY FRENCH FREN 3	A	1.0	INTORD TO CALCULUS MATH 3	B	1.0		
INTRODUCT PSYCHOLOGY PSYC 1	C-	1.0	PHYSICAL EDUCATION P E	CR			

Spring 1970		Grade	Credits			Grade	Credits
FR SEM-SHAKESPEARE ENGL 2	P	1.0	FRENCH LANGUAGE II FREN 21	B	1.0		
PUBLIC SPEAKING SPEE 21	B	1.0	PHYSICAL EDUCATION P E	CR			

Fall 1970		Grade	Credits			Grade	Credits
RESOURCES AND MAN ENVS 1	CR	1.0	STYLE-STRUCT-PHONETS FREN 41	NG			
AMER POLITICL SYSTEM GOVT 6	C+	1.0	LEARNING PSYC 22	C-	1.0		

Winter 1971		Grade	Credits			Grade	Credits
EARTH AS AN ECOSYSTM ENVS 2	C+	1.0	STYLE-STRUCT-PHONETS FREN 41	A	1.0		
HUMAN AND ECON GEOG GEOG 1	B	1.0					

Spring 1971		Grade	Credits			Grade	Credits
INDEPENDENT PROJECT COLT 29	B	1.0	FR LIT-STUDY ABROAD FREN 30	A	1.0		
FR LANG-STUDY ABROAD FREN 31	C+	1.0					

Fall 1971		Grade	Credits			Grade	Credits
LE THEATRE VIVANT FREN 69	B	1.0	INTERNATNAL POLITICS GOVT 7	B	1.0		
ARGUMENTATION&DEBATE SPEE 22	A	1.0					

Winter 1972		Grade	Credits			Grade	Credits
MODERN FRENCH NOVEL FREN 71	C+	1.0	GEOG OF FOOD&HUNGER	B	1.0		
EUROPE SINCE 1715 HIST 2	C+	1.0					

Spring 1972		Grade	Credits			Grade	Credits
SELECTED CHEM TOPICS CHEM 1	C+	1.0	MODERN FRENCH DRAMA FREN 73	B	1.0		
EUORPE SINCE 1919 HIST 52	D	1.0					

Fall 1972

	Grade Credits			Grade Credits	
SAMUEL BECKETT-WORLD FREN 87	B	1.0	AM FOREIGN&MILIT POL GOVT 54	B	1.0
INTRODUCTORY LATIN LAT 1	A	1.0			

Winter 1973

	Grade Credits			Grade Credits	
IND READING RESEARCH FREN 87	A	1.0	SYSTEMS BEHAVIOR GOVT 56	B	1.0
GREEK ARCHAEOLOGY GRS 53	A	1.0			

Spring 1973

	Grade Credits			Grade Credits	
SOC&POL ENVS ASPECTS ENVS 3	B	1.0	HONORS SEMINAR FREN 89	B	1.0
ORAL INTERP OF LITER SPEE 23	A	1.0			

References

Name:	Susan Guertin	Relation:	Supervisor	Known Since:	Sep 1969
Title:	Aquatics Director & Head Swimming/Diving Coach				
Employer:	Lynch/van Otterloo (Marblehead/Swampscott) YMCA 40 Leggs Hill Road Marblehead, Massachusetts 01945	Contact:	781-631-9622 guertins@northshoreymca.org	<u>Letter below</u>	
Name:	Linda and Brad Jones	Relation:	Other	Known Since:	Aug 2011
Title:	Director of Corporate Partnerships & Events and Minority Leader House of Representatives				
Employer:	Boston Ballet and Commonwealth of Massachusetts 249 Park Street North Reading, Massachusetts 01864	Contact:	978-664-3135 ljones@bostonballet.org	<u>Letter below</u>	
Name:	Peter Theriault	Relation:	Family/Friend	Known Since:	Sep 1967
Title:	Pool Director				
Employer:	Corinthian Yacht Club 1 Nahant Street Marblehead, Massachusetts 01945	Contact:	603-383-4365 (fall, winter, spring) and 781-631-0005 (summer) ptheriault@corinthianyc.org	<u>Letter below</u>	
Name:	Richard C. and Deborah L. Gold- Alexander	Relation:	Other	Known Since:	Sep 2009
Title:	Lawyers/Parents of swim team member				
Employer:	Boston (lawyers) 4 Weston Road Marblehead, Massachusetts 01945	Contact:	781-639-9394 goldalex@verizon.net	<u>Letter below</u>	
Name:	Dr. Phillip Whitten	Relation:	Family/Friend	Known Since:	May 1988
Title:	Publisher				
Employer:	Swimming World 1000 Dayton Road Scottsdale, Arizona 80909	Contact:	480-699-4851 stephen.h.quigley@gmail.com	No letter	

May 5th, 2013

To Whom IT may Concern:

It gives me great pleasure to recommend most highly Stephen Quigley. Steve was on the staff at the Marblehead/Swampscott YMCA for two years and has been on the staff here at the Lynch/vanOtterloo YMCA in Marblehead since its opening in 2008.

I first met Steve in 1969 when he was 18 years old. I had begun coaching and teaching swim lessons at the YMCA on Pleasant Street in Marblehead and Steve was on the staff and on the swim team there from 1960-1969 where he excelled and later moved on to swim at Dartmouth College.

Steve decided that he wanted to give back to the community in some way and about 6 years ago asked if he could teach in his off hours as an executive in a publishing company. Words cannot express what he has brought to our program on many fronts. He has been instrumental in running a pre swim team class for 11-14 year olds. His classes have increased from a few swimmers to well over 35 participants. Steve also has prepared and run the curriculum for badges for the local Boy Scout troops. Additionally, I love watching how Steve gets the little 3 year olds to love the water and how they improve every class. He has a wonderful way with children! Steve is a fixture here in the afternoons and on Saturday morning!

Within the last two years, Steve has become a Lifeguard Instructor, teaching CPR for the Professional Rescuer, AED and First Aid along with the classroom and water work for the lifeguard class participants. Steve's expertise, dedication and commitment to excellence are evident in every class that he teaches; his love for swimming shines through every day. Swimmers in his classes learn it right!

We are so fortunate to have such a committed, fun and dedicated professional here. Our program here teaches over 700 children water safety and swimming skills within an 8 week session and Steve is a large part of why we are so successful!

If you wish any further information, please do not hesitate to contact me.

Sincerely,

Susan S. Guertin, Aquatic Director, Head Swim Coach

Linda & Brad Jones
249 Park Street
North Reading, Massachusetts 01864

Please accept this letter as an expression of our strong recommendation of Mr. Stephen Quigley who is applying for a position in your organization. We write in full support of Mr. Quigley's candidacy and are honored to endorse his application for consideration. Steve Quigley's resume speaks for itself. As Community Leader, Coach, Corporate Citizen, and Mentor he has worked tirelessly to help hundreds of children and families enjoy a deeper appreciation for the sport of swimming. Steve is teaching families the importance of hard work, team work, respect for others and most importantly - respect for yourself. Each week he reaffirms that what happens in the pool is equally as important as what happens outside of the pool.

We have known Steve for many years. We came to meet him, as hundreds of families, through swim lessons at the Marblehead YMCA. Initially, our children did not have him as an instructor but after just three short weeks watching him interact with other children and parents we realized we needed to make a change, and we did. To this day, as parents, we consider this to be one of the best decisions we have made on behalf of our two children. To say that he has changed our children's lives would be both accurate and honest. We cannot begin to effectively communicate through this letter the skills and knowledge that Steve possess. His talent, passion for teaching and leadership style has impressed us on countless occasions.

Since the first day we heard him across the pool encouraging a young swimmer to make it to the other side of the pool, Steve distinguished himself immediately as a hard worker, dedicated coach and teacher. Week after week we watch as Coach Quigley performs his responsibilities with a great deal of expertise and knowledge of the sport. He has a unique ability of helping a swimmer strive to be their best. Our two children are very different; our daughter is age 11 and our son age 7. They both have very different extracurricular activities but both, due to Coach Quigley; have shared a true passion for swimming. They have had the opportunity to experience other coaches and teachers but without question, Steve Quigley distinguishes himself in a category all his own.

Steve routinely impresses us with his ability to analyze a situation with each individual student and effectively work with that student to help them to achieve their full potential. We are amazed with his aptitude managing so many students at the same time, but making certain that each feels that they are most important. This is a gift and not a learned skill and Steve has many of these gifts.

Steve Quigley is a well-rounded, articulate, confident individual with unlimited patience, perspective and professionalism. We are certain his combination of intelligence, enthusiasm, commitment to community and hard work will make him an asset to your organization.

We hope that this letter effectively communicates what an extraordinary individual he is, but should you need more, please consider that we commit to drive from North Reading to Marblehead each and every week and many weeks several times a week for the opportunity to have our children learn from him. There are certainly other more convenient opportunities closer to home but in our opinion, the choice is clear.

We respectfully ask that you give Stephen Quigley all due consideration. Should we be able to answer any questions about his qualifications and skills, please do not hesitate to contact us. We can personally attest to Mr. Quigley's dedication, character, work ethic and pure commitment to the sport of swimming and coaching. Steve is goal-oriented, creative and trustworthy. His worth ethic and character is unparalleled

and we are confident your company or organization would benefit greatly from his hard work and experience.

Linda & Brad Jones
978-664-3135

April 17, 2013

To Whom It May Concern:

I have known Steve Quigley, both professionally and as a friend, since 1967. As a Salem State College student I worked as a Swim and Lifesaving Instructor at the Marblehead YMCA. Steve was a star swimmer on the Y team, and a very dedicated volunteer instructor in our after-school swim lesson program. Even as a high school junior, he was equal to any of the adult staff in competence and reliability. He kept the most meticulous records of any of the staff. I had the honor of attending the awards banquet where Steve received the prestigious Brought Award for youth leadership. As the Pool Director of the Corinthian Yacht Club, where Steve held many records, I had the pleasure of vying for the Marblehead Swim Championship against Steve's team, from the Marblehead Elks. This was serious fun competition amongst the town's summer swim clubs. We also vied for the Best Water Show, an unofficial prize. This friendly competition continued throughout Steve's Dartmouth College years, after which he became a Corinthian Yacht Club member and, in short order, Recreation Committee member. As such he became the Starter at our swimming competitions, and also the most valuable volunteer at our many poolside events. As the Red Cross Regional Water Safety Chairman, Steve became a valuable resource for all of our Swim Lesson materials, and the grateful recipient of our team's Swim-a-Cross fundraising efforts.

As a CYC member Steve hardly missed a day of lap swimming, and inspired many other members to leave their lounge chairs and use the pool for fitness. As a publisher, he made sure to find a pool for lap swimming, on his frequent trips to college campuses around the country. When Steve and Suzanne's children came along, I had the pleasure of teaching and coaching them, and ultimately enjoying his son Ted as a coach/instructor for several summers. Throughout their swimming competition, Steve was their most supportive fan, while fostering in them a keen sense of good sportsmanship.

As a Water Safety and Lifeguarding Instructor at the Marblehead Y, Steve has been an invaluable resource to my staff in keeping their skills and certifications current. He accommodates us by doing the training sessions at our facility, at a time convenient to us.

With his professional skills, and his lifelong enthusiasm for swimming at the highest level. Steve Quigley is easily capable of acting in an executive position at any sporting facility, large or small. In fact they would be lucky to have him.

PT

RICHARD C. ALEXANDER
DEBORAH L. GOLD-ALEXANDER
4 WESTON ROAD
MARBLEHEAD, MA 01945

April 12, 2013

To Whom It May Concern:

Re: Stephen Quigley

We are writing this letter of recommendation on behalf of our 13 year old son, Charles', swimming coach, Mr. Stephen Quigley. We have lived in Marblehead since 1996 and our son has been faithfully swimming at the YMCA on a weekly basis for the past 10 years. For approximately the last five years, he has been swimming under the direction of Mr. Quigley in the Silver Sharks program, an advanced swimming program.

Coach Steve is a highly competent swim instructor who requires punctuality and commitment to the program. However he also has a humble and approachable demeanor when working with the students. He always takes an interest in our son's activities, ie: sports and school as he does with others.

While the swim program is usually an hour long, he will frequently keep the students a little longer to have a race competition and/or work on other swimming or diving techniques. Steve has also arranged for end of the term get-togethers such as miniature golf outings. At these get-togethers, he has provided the students with individually crafted and design certificates and awards emphasizing their strengths in swimming. This always puts a smile on the students' faces.

Steve is not afraid to "get his hands dirty." He will jump in the pool to assist a student with a technique or he will be the extra needed swimmer to even up a race competition.

In any event, we feel very lucky to have Coach Steve as our son's swim instructor presently and for all these years. He has enriched our son's swimming experience and childhood experience immensely. Steve brings a strong work ethic (with fun) and imparts that to his students. We would recommend Steve in the future for any such endeavors.

Thank you for this consideration.

Sincerely yours,
RA and DG-A

Test Scores

No tests taken or reported

Certifications

Title	State	Expires	License #
Athlete Protection Training	International	Dec 2019	US Swimming
Basic First Aid	International	Mar 2019	ASHI
Basic Life Support (CPR)	International	Jan 2019	ASHI
BLS & First Aid Level 5 Instructor	International	Dec 2019	ASHI
Coach Member	International	Oct 2018	US Swimming
Counselor	International	Jun 2019	Boy Scouts of Americ
Emergency Oxygen Administration	International	Mar 2019	ASHI
Lifeguard Instructor 2011	International	Jul 2019	YMCA
Lifeguard v6	International	Mar 2019	YMCA
Member	International	Mar 2019	Team USA Triathlon
Member (Level 2 Coach)	International	Apr 2019	Am. Swim Coaches Ass
Safety Training for Swim Coaches	International	Jun 2020	ARC
Swim Lessons Instructor	International	Apr 2019	YMCA
Youth Protection Training	International	Apr 2020	Boy Scouts of Americ

Language Skills

Language	Speaking	Reading	Writing
French	Moderate	Fluent	Moderate
Latin	Basic	Moderate	Basic

Fluent - Applicant has a comprehensive understanding of all words, concepts, and nuances of the language.

Moderate - Applicant can conduct a conversation (either spoken or written) and effectively communicate, understanding the vast majority of words and concepts.

Basic - Applicant understands some or many words and concepts. Speaking: applicant can communicate using the language and visual aides. Reading: applicant can identify some words and themes. Writing: applicant can communicate with simple words and phrases.

None - Applicant has no skill with the ability.

Extracurricular Activities

Below are activities this applicant is willing and qualified to lead as a coach, supervisor or other role listed.

Academic Teams
Athletic Director
Athletic Trainer
Band
Baseball
Basketball
Cheerleading
Chess
Chorus
Class Advisor
Club Advisor
Crew/Rowing
Cross Country
Dance Teams
Debate
Diving
Drama

Drill Teams
Fencing
Field Hockey
Flying
Football
Golf
Gymnastics
Hockey
Lacrosse
Marching Band
Model United Nations
Newspaper/Journalism
Photography
Polo
PTA
Robotics
Rugby

Sailing
Shooting
Skiing
Sky Diving
Soccer
Softball
Speech
Student Government
Surfing
Swimming
Tennis
Track and Field
Video/Film Production
Volleyball
Water Polo
Wrestling
Yearbook

Applicant Statement & Authorization

"I certify that the facts contained in my application and any additional material submitted are true and complete to the best of my knowledge. I understand that intentional falsification of statements, incomplete or misleading information on this application or additional material will result in automatic removal of my application from further employment considerations, and, if employed, shall be grounds for immediate dismissal. When it is determined that an employee or prospective employee failed to disclose or fully disclose his or her background through misunderstanding or inadvertence, I understand that such failure will be considered a significant factor in employment or termination considerations."

"If employed, I also understand that although my employment may commence prior to the completion of the criminal records check process, continued employment would be contingent upon a satisfactory criminal records check."

"I authorize investigation of all statements contained herein. I also give permission to the references and previous employers listed on the application and any attachments to provide to you any and all information concerning my employment and any other pertinent information they may have. I agree to release all parties from all liability for any damage that may result from furnishing such information to you."

"I understand that, if offered the position, I will be required to verify my employment eligibility as required by law, including the completion of an I-9 Form."

Digital Signature of Applicant Stephen Quigley **Date** Aug 23, 2018

SchoolSpring ID 360555 **IP Address** 71.174.234.254 **Time** 08-23-2018 17:29:01 -0500 GMT