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## Virginia Tech Staff Employee of the Week

June 5, 2006

**Name:** Elizabeth Loar

**Job Title:** Office Manager/English Language Institute

**Employee's Home Department:** Outreach & International Affairs

**Nominated For:** President's Award for Excellence

**Nominated By:** Judith H. Snoke, Director, English Language Institute

**Virginia Tech Hire Date:** July 9, 1997



### Summary

In September 2004 the English Language Institute (ELI) was approached by a group of foreign language teachers who were looking for classrooms for their after school children's classes. Elizabeth Loar took a personal interest in making sure that the program and its teachers had the resources they needed for success. For example, Loar oversaw the design, publication, and circulation of the brochures for the new program and distributed 2,000 brochures to the Montgomery County Schools. So far, Loar has registered and collected money from 323 participants in five after school children's language program sessions. According to Judith Snoke, Director of ELI, "Loar has willingly and enthusiastically increased her own workload as ELI registrar although the After School Language Program was never part of her job description or (part) of the mission of the English Language Institute." Elizabeth Bowles, ELI Instructor, states, "Ms. Loar exemplifies the type of employee Virginia Tech seeks for classified staff positions. She regularly takes initiative for projects to enhance the Institute, and consistently performs her duties beyond expectations. She has a terrific attitude that is contagious and creates wonderful office morale."

About the "[Staff Employee of the Week](#)" Program

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