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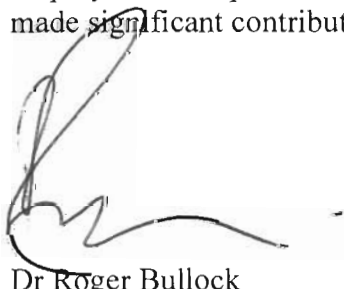
To whom it may concern

Gina Dennis worked at the Kingshill Research Centre between 4 Jan 2000 to 1 August 2003. The post was that of Information Officer for the academic department and during this time the post evolved through several stages. The roles performed during the period of employment were:

- To manage the Library, including internet access (administration, training, creating guides, etc.)
- To act as webmaster of the Kingshill Web Sites (including developing the Memory web site from scratch)
- To facilitate research and the dissemination of research throughout the research unit, the DOAP and in the field of Old Age Psychiatry in general - (dementia news roundup, collating conference information, creating a conference calendar, assisting with literature searches, etc.)
- To assist in promoting the work of Kingshill - (newsletters, Annual Review, carer and patient information, press liaison, initiating and running a programme of talks to raise awareness of dementia in the local community)
- To co-ordinate fundraising activities
- To co-facilitate and administer the Carer's Course and Group

The total annual salary plus benefits on leaving were £27,600 + pension.

Gina had to be very flexible in this role because of the multiple tasks involved and brought a range of skills from previous employment to tackle the overall role thoroughly and well. The post involved working with the other research staff and she became a popular and respected member of the department. During the time of employment she proved to be creative, able to work independently and reliable and made significant contributions to the development of the centre.



Dr Roger Bullock