

January 10, 2025

Re: Notice of Resignation

To City Administrator Rebecca Grill, Mayor Dan Devine, and the Honorable Members of the West Allis Common Council:

It is with mixed emotions that I am notifying you of my resignation from the position of Director of Marketing and Engagement. My last day will be Friday, Jan. 31, 2025.

While I was not seeking a new opportunity, a former employer has offered me, and I have accepted, a strategic leadership role on their human resources team. It is a personal and professional growth opportunity that is too attractive to pass up.

It has been my honor to serve the City as Director of Marketing and Engagement. In my time with the City, the department has relaunched our public website to be mobile responsive and ADA compliant; launched our first app, which has over 2,162 downloads since debuting in October; rebuilt our internal intranet for a better employee user experience; hosted over 24 community events; introduced monthly employee town halls; reduced our graphic design turn-around time by 50%; and accomplished so much more to support the City's Strategic Plan and ensure our residents are connected, engaged and empowered to participate in their community. The Marketing and Engagement team is an incredible, experienced group of print service, graphic design, event and marketing professionals and I have been privileged to lead this team. The City is in good hands as the department continues to provide services during this transition and beyond.

Thank you for the opportunity to serve in this role and best wishes for the City's continued growth and success.

Sincerely,

Jenny Kosek

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