

Patricia Nekola
W278 S 3675 Merrimac Trail
Waukesha, WI 53189-6104
Phone (262) 547-2004 Fax (262) 547-8594
e-mail: snekola@sbcglobal.net, website: www.nekolabooks.com

Job Objective

I would like to demonstrate my ability to coordinate and teach activities, that is:

- **Teach self-management skills to staff;**
- **Promote services to clients;**
- **Be a team player and work hard to get the job accomplished.**

Relevant Skills and Experiences

I am a school teacher and can work with programs to help other people learn. My eighteen years of experience in business as Pat's Party Foods Catering Service has given me the opportunity to meet people in every walk of life and manage staffs and promote sales. I am very people minded. In addition I am excellent at food presentation and food styling. I also play accordion.

Organization Skills

Organize activities. Make contacts within the U.S. to promote my book business. Organize workshops on creative and fun activities throughout the U.S. I speak to activity directors at care facilities, libraries, and Alzheimer's seminars.

People Skills

Apply people skills in every kind of situation I understand and love people in all walks of life and all ages. Display leadership in our community. Committed to help people, for it is people helping people that makes the difference. I have over ten years of experience with Alzheimer residents in care facility settings and personal experience with an Alzheimer's aunt, mother, and mother-in-law.

Teaching Skills

Teach skills in junior high, high school, college and group homes for the elderly. I learn quickly and apply skills readily.

Selling Skills

Completed a Dale Carnegie sales course. Won the plaque for the human relations award. It reads "The One Who Did the Most for the Class". I promoted my catering and marketing skills for eighteen years.

Publications

Picnics. Catering on the Move, published February 2000, Palmer Publications, Inc., 242 pages.

Yap and Hap Go to Wee Care Catering School, published 2008, Applewood Ink, 30 pages.

An Alzheimer Guide: Activities and Issues for People Who Care, published February 2008, 2nd edition, Worzella Publishing Co., 303 pages.

Bridal Shower Themes Casual to Elegant, published 2011, Applewood Ink, 247 pages

World of Tea Parties, published 2012, Quad Graphics, 96 pages

Education

M.S. Home Economics Education, Central Michigan University, Mount Pleasant Michigan.

B.A. Home Economics Education with Music Minor, Ball State University, Muncie, Indiana.

Other Training

First aid, fire safety and activities programs through ALS.

Alzheimer Association participation.

Recreational Therapy Activities Certificate completed December 1998.

Employment History

1965-1978 Taught high school Home Economics and foods.

1978-1995 Owned and operated Party Foods, Inc. Catering Service in Waukesha, Wisconsin

Interests and Activities

Catering by Design- Consult and sub-contract special occasion parties including food presentation, decoration and design planning.

Elder Entertainment- sensory stimulation for elderly using a variety of techniques including accordion, reminiscence, baking, crafts, stories, games, garden and nature items and seasonal themes; tactile sensory with low functioning Alzheimer residents; demonstration of validation techniques.

Sales of published books.

Speaker on elder issues.

Parties for children

Special interests include participation on Food Service Board for Waukesha Public Schools, visits to elders, youth group support and food styling.

Hobbies and Personal Satisfaction

Take time for traveling, writing, reading, entertaining, sewing, swimming, hiking, canoeing and decorating. Set and accomplish goals. Apply team effort. High energy enables me to accomplish my goals. I am dedicated to caring and concern for the welfare of people; I am spurred on by enthusiasm, persistence, and high motivation to serve with zest.

References are available upon request.