



BEMW, INC., COUNSELING AND TRAINING ASSOCIATES

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June 20, 1984

Ms. Lillian Van Santen
Office of Management and Development
U.S. Nuclear Regulatory Commission
Washington, D.C. 20555

SUBJECT: Recruitment, Interviewing and Training of counselor
for Region I

Dear Lillian,

The search for a counselor of NRC Region I is progressing nicely. We have had responses of resumes from 20 people, eight of whom seem to meet the minimum standards for qualification as set forth in the job description (see attachment 1). BEMW advertised in the American Counseling and Development Association's publication, "Guidepost"; as well as the Philadelphia Inquirer. Professional organizations for counselors in the Philadelphia area were sent job descriptions, and local community colleges were contacted by letter and telephone. *not attached*

All candidates have been asked for references, and the appropriate references have been contacted. We are now in the process of telephoning the remaining references and making final contact with the candidates before the interviews take place.

Interviews are scheduled for July 11 at Region I. Bob Gross and I will jointly meet with and evaluate all candidates according to an evaluation sheet (see attachment 2). After the interviews, I would hope that Mr. Gross, with whatever technical assistance I can give, will choose a counselor.

BEMW is prepared to train the chosen candidate on July 18-19 at our offices in Bethesda, if we can assure the individual that costs of travel and per diem will be covered. I know we were able to do this with Rebecca Clark, our counselor in Texas. If this is possible, the program will be ready to proceed in August in Region I.

I have been informed by Lyn Broadwater that Region I has a long list of employees waiting for the Career Counseling and that they are anxious to get on with it.

I look forward to hearing from you.

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Sincerely,

Irene N. Mendelson
BEMW, Inc.