



For Immediate Release:

July 1, 2012

Contact:  
Dave Melancon  
david.a.melancon@usace.army.mil

## South District executive secretary captures home district's top honors

KANDAHAR AIRFIELD, Afghanistan —Michelle Conway, administrative support assistant in the U.S. Army Corps of Engineers Afghan Engineer District-South executive office since March, was named Team Member of the Year by Wilmington District, her home station, June 15.

According to the nomination by George Burch, Wilmington District chief of staff, Conway stepped in to serve as the Wilmington District commander's executive secretary when another employee deployed in April 2012. Two other members of the executive office staff deployed later that spring.



Michelle Conway, right, and Tricia Yates, Afghan Engineer District-South executive office support assistants, prepare out going correspondence June 21. Conway was named Wilmington District's Team Member of the Year for 2012. (USACE photo by Dave Melancon)

“These deployments created significant challenges for the remaining staff in the executive office because all of the seasoned members of the secretarial staff were deployed at the same time during one of the district's most critical times,” Burch wrote.

The district hired two temporary employees. Conway “quickly mentored these new junior assistants, assumed the additional responsibilities and ensured that all assignments were completed on time with high quality products to the commander, deputy commander, the acting deputy district engineer for program management and the chief of staff,” he said.

Under Conway's leadership, the team:

- Coordinated the commander's and deputy's schedules;
- Developed talking points and read-ahead documents for congressional staff and Secretary of the Army visits and budget hearings;
- Rebuilt the district's VIP mailing list database;
- Prepared for district's change-of-command ceremony.

“Conway is truly a dedicated professional employee, not only excelling in providing assistance to her supervisors; she always found time to assist others in the district,” he said.

Tony Carter, South District Afghan National Army project manager who worked with Conway in their home district from 2009 to 2011, said that Conway ensures that any office where she works runs smoothly and that she earns the respect, confidence and trust of her leaders and coworkers.

He too praised Conway's work ethics and support of the leaders and coworkers.

"Michelle is always willing to help a person in need," Carter said. "You won't hear her name mentioned often for recognition, but if she wasn't present, a lot of activities would not be successful," Carter said, adding "Michelle's a good friend."

"She is a joy to work with and always displays a positive attitude towards everyone," said Lt. Col. Corey Spencer, South District deputy commander, describing Conway as a tenacious worker who gets things done.

"Michelle is the consummate professional," he said. "She is always willing to assist anyone with the task at hand."

- 30 -

USACE's Afghanistan Engineer District-South provides design and construction services throughout southern Afghanistan to support the International Security Assistance Force and U.S. Forces-Afghanistan. The work is carried out in Regional Commands South, Southwest and West with the goal of achieving counterinsurgency effects and bolstering the Afghan Government's services to its people.

You can find more news and features about the district on our [homepage](#). You can follow us on [Facebook](#) and find interesting photos about the district on our [Flickr page](#). Also visit <http://www.aed.usace.army.mil/AES/tas-bulldog.asp> for the latest Bulldog of the Week.