

serving in public schools in Northern Ontario between 1915 and 1919. She continued higher studies while engaged in teaching and took her B.A. degree from Queen's in 1920. After graduation she spent some three years as a proof-reader for a Kingston firm, the Jackson Press, and in 1924 was chosen by Dr. Skelton as his Secretary while he was Dean of the Faculty of Arts at Queen's. When Dr. Skelton accepted Prime Minister King's invitation to head the Department of External Affairs, Miss McKenzie came with him as Private Secretary. Working with him, she was of great aid to him in his planning to give the small Department a new importance and development in size and scope. Familiar with many facets of the Department, and with most of the correspondence she handled for Dr. Skelton, she was frequently consulted by its officials on a wide variety of subjects.^{*}

She attended the Imperial Conference in London of 1926, and also took part in the Conference on Dominion Legislation in 1929, from which came the Statute of Westminster. She was present at the Coronation ceremonies in London in 1937, and at the ensuing Imperial Conference, acting as delegation secretary. She was a member of the delegation staff at the Quebec Conference in 1943. She had associations with most of the prominent figures in Canada during her active period in the Department. While at Kingston she tutored one Harry Crerar in German for an Imperial Staff College examination; he later became General Crerar, one of only five Canadians to hold that rank.

^{*} See Carolyn Cox: "Safekeeper of the Secrets and Conscience of External Affairs." Toronto Saturday Night. March 17, 1945.