

Your Address
City, State Zip

October 9, 20XX

Mrs. Txxxxx Bxxxxxx
Director of Personnel
Evesham Township School District
25 South Maple Avenue
Marlton, NJ 08053

Dear Mrs. Bxxxxx:

I am seeking full time employment as an educator in Evesham Township School District. I will be moving back home to South Jersey upon graduating in December with a degree in Elementary Education and teacher certification for grades one through eight. As a Marlton resident, a Cherokee High School graduate, and a certified substitute in Evesham for the past two years, I am well aware of the highly reputable education that Evesham Township schools provide. It would be a privilege to share my knowledge, experiences, and personal skills with the elementary and middle school children in your school district.

The Siedel School of Education's nationally accredited program at Salisbury University has provided me with the opportunity to establish myself and grow as an educator. Through foundations and methods courses, and two internship placements, as well as having taught grades one, three, and six, I have gained the foundation to be an excellent teacher. Each of these experiences has allowed me to develop and teach creative lessons that engage all students and support the individual learning styles of every learner so that they may strive to reach their academic potential. As a future educator, I have showcased my ability to be organized, enthusiastic, and collaborative, and I am determined to be as effective as possible in the classroom.

I bring many other attributes to the classroom as well. With a minor in Spanish, I have the ability to communicate with and scaffold instruction for ESL students. In addition, I am an advocate for integrating arts into the curriculum and have had first hand experience in this field at Berlin Intermediate School, which is known for its Arts Immersion program. As an educator who is truly supportive of participation in extra-curricular activities, I would be excited to supervise any after school programs that enhance student involvement within the school or community. As a final note of importance, I have passed the Praxis I and II examinations and will be taking the Praxis for Middle School Mathematics in November.

My goal as an educator is to provide my students with opportunities to grow academically, socially, and emotionally in an atmosphere that is stimulating and adaptive to their diverse needs. I hope that I may fulfill this goal in an Evesham Township school. I appreciate your consideration. Thank you for your time, and I look forward to meeting you to further discuss my skills and qualifications.

Sincerely,

Xxxxx A. Sxxxx

Enclosures: