

# Cover Letter Sample

## Tomás Teacher

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May 1, 20xx

Dr. Judith Myers, Principal  
Oakwood High School  
4567 Hillside Drive  
Carpinteria, CA 93013

This is the same header as the matching resume on pg. 55, this makes for a professional look when presented together.

Dear Dr. Myers:

I read with great interest the posting for a high-school social science teacher currently posted on EdJoin. I will be completing my single subject credential at UC Santa Barbara this June, after which I will be available for a full-time teaching assignment. Enclosed is my resume for your consideration.

My status as a soon-to-be-credentialed teacher formalizes my long-term interest in teaching, as I have five years of experience teaching elementary- and high-school students. As far back as high school I recognized my passion and capacity for teaching, which I put to work as an after-school tutor at an elementary school, and as a volunteer with severely handicapped adolescents. While earning my B.A. in History from the University of Southern California, I participated in several opportunities in local middle- and high-school classrooms doing everything from observing history classes, planning and delivering history lessons, and engaging high school students in discussions about French culture, history, and geography. It was in the high school environment where I found the greatest job satisfaction in helping students to find present-day meaning in history. This experience proved to me that my true calling is as a social science teacher, and in my student teaching over the past year I have felt both challenged and exhilarated in all aspects of teaching. I would very much like to bring my enthusiasm for and commitment to teaching social science to Oakwood High School.

Thank you for taking the time to consider my credentials. I believe that my background and dedication make me a strong candidate for this position and to the teaching team at Oakwood High. I look forward to sharing my ideas, energy, and enthusiasm with you at your convenience. Please let me know if there is anything else I can provide you.

Sincerely,

*Tomás Teacher*