

ELIZABETH OSMAN

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March 15, 2022

Dr. Elizabeth Pitts
Director, Compass Center
Northwestern College
101 7th Street NE
Orange City, IA 51041

Dear Dr. Pitts:

I would be an excellent fit for the Franken Fellow: Peer Career Mentor position. I learned of this job through a recommendation from one of my professors and Director of Experimental Education, Kendall Stanislav. After exploring the qualifications for being a Franken Fellow, I know I possess the skills that you are seeking. My experiences, such as pitching lessons for young softball players, team-teaching Sunday school, and interning in the marketing department of a bank, have prepared me to assist students to create portfolios that are professional and eye-catching.

Instructing and supervising pitching lessons for children has given me an opportunity to show communication and leadership skills. I worked closely with the high school and college softball coaches to create a practice plan to improve pitching skills for athletes of various ages. I'm a firm believer in finding the best in people and giving others positive feedback. I was able to showcase my ability to locate athletes' strengths in pitching lessons and can carry those traits into my position as a Franken Fellow.

Preparing weekly lessons with another teacher for Sunday school allowed me to work on improving my collaboration abilities and show my warm and loving personality to young children. I was required to meet with my team-teacher to arrange a lesson. Together, we consulted parents of children about different situations and our head pastor about the curriculum. I was able to share my kind and welcoming character with the students in our class, which is key in assisting my peers in the Compass Center.

Finally, my opportunity to intern in the marketing department at Iowa Falls State Bank has prepared me to do the various tasks required of a Franken Fellow. I interacted with customers and other bank employees in a professional manner, which helped me understand the communication, dress, and etiquette of the business world. My experience is a great resource to the Compass Center to help prepare students for interviews, as well as form their portfolios.

I would love to discuss my qualifications with you in person, over the phone at (515) 371-XXXX, or through email at xxxxx@gmail.com. Thank you for taking the time to read through my resume and cover letter, as well as considering me for this position, Dr. Pitts.

Sincerely,

Elizabeth Osman