

PAUL SOCIAL, MA Ed.

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<Date>

<School District>

<Address>

<Address>

<City, State Zip Code>

Dear <Title> <Name>:

It is with considerable interest that I enclose my resume for a position as a **High School Social Studies Teacher**, with the <School District>. With a Master of Arts in Education Degree, a Bachelor of Science in Education Degree, as well as eight years of hands-on teaching experience, I am confident in my ability to be a valuable member of your academic team.

As you will see, the enclosed resume highlights my career accomplishments within the educational field. Being a versatile educator, I have had the opportunity to teach students from K-12, with a particular focus on the high school level. In addition, I currently serve as Department Chair for the Social Studies Department, where I am accountable for approving/rejecting requests, developing the departmental budget, facilitating staff meetings, and coordinating professional development seminars.

My proficiencies include the development of creative and engaging lesson plans, presentation of informative thematic units, use of various technologies and manipulatives, and providing one-on-one support. Additionally, I am adept at locating unique resources to ensure that all students are able to comprehend and retain the materials in the manner that suits them the best.

I believe the ideal classroom setting is one that encourages open and honest communication, independent thinking, and a questioning attitude. I strive to foster meaningful relationships with all members of the school community and promote a friendly and supportive atmosphere.

In summary, I am confident that I can play a meaningful role in your educational program's continued success. I would enjoy meeting with you in person to discuss the possibilities that exist and how I would best contribute to your learning environment. I look forward to speaking with you soon and thank you for your time and consideration.

Sincerely,

Paul Social

Enclosure