

# JULIE TEACHER

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<Date>

<School District>

<Address>

<Address>

<City, State Zip Code>

Dear <Title> <Name>:

I am pleased to present my resume to you for a position as a **Spanish Teacher**, with the <School District>. With **seven years of hands-on teaching experience**, I have no doubt in my ability to become a valuable asset to your academic team.

The enclosed resume effectively showcases my instructional expertise, demonstrates my relevant accomplishments, and communicates my desire to provide *all* students with a solid education. Throughout my teaching career, I have had the wonderful opportunity to instruct a diverse group of high school students, including those who performed below-, on-, and above grade level. As well, I have participated in numerous professional development courses, allowing me to enhance my teaching techniques and implement engaging activities, which facilitate all styles of learners.

In addition to being a High School Spanish Teacher, I am also a Middle School Spanish Tutor and Spanish Club Organizer and Sponsor. The club has gained much notoriety over the past five years, with an initial roster of eight students, and growing each year; the current count is 23 students. In 2006 I helped my students set up a fundraiser, which enabled them to travel, stay overnight, and watch an enlightening Spanish play.

My greatest applicable strength is my ability to design stimulating lesson plans that instill a love for learning and a true appreciation for Spanish language and culture. I incorporate fun manipulatives and hands-on activities to accommodate multiple intelligences, encourage student learning, consolidate important concepts, and enhance students' academic skills. Furthermore, I establish a relaxed atmosphere that promotes socialization and real world connections, as well as open and honest communication.

I believe you will find that my experience, ambition, and personal attributes will make me a valuable addition to your educational institution. It would be a pleasure to meet with you at your convenience to discuss my qualifications. I look forward to our conversation and thank you for your kind consideration.

Sincerely,

Julie Teacher

Enclosure