

John Doe

1234 Main Street

City, State, ZIP

(123) 456-7890

john.doe@email.com

Date: [Insert Date]

[Recipient Name]

[School/Organization Name]

[School Address]

[City, State, ZIP]

Dear [Recipient Name],

I am writing to express my interest in the [specific teaching position] at [School/Organization Name] as advertised on [where you found the job]. With a recent degree in [Your Degree] from [Your University] and a passion for fostering a love of learning, I am excited about the opportunity to contribute to your team.

During my time at [Your University], I was able to develop my skills in [mention relevant skills or experiences related to teaching]. I completed my student teaching in [specific subject/grade], where I implemented engaging lesson plans and utilized various teaching methods to accommodate different learning styles.

I am particularly drawn to [School/Organization Name] because of [specific reason related to the school or its mission]. I believe my dedication to [enthusiasm for teaching or a specific education philosophy] aligns well with your school's goals.

Thank you for considering my application. I look forward to the possibility of discussing my application further and am eager to bring my skills and passion for teaching to your school.

Sincerely,

John Doe