

Internship Application for Non-Profit Organization

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Organization Name]

[Organization Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to express my interest in the internship position at [Organization Name], as advertised on [where you found the listing]. As a passionate advocate for educational equity and youth empowerment, I am excited about the opportunity to contribute to your mission of supporting underprivileged youth.

Currently, I am pursuing a degree in [Your Degree] at [Your University], where I have developed strong skills in [relevant skills]. My previous experience volunteering at [Previous Organization/Experience] has equipped me with the necessary skills to effectively engage with young people and contribute to enriching programs.

What particularly draws me to [Organization Name] is [mention specific program or initiative], and I am eager to bring my skills in [specific skills] to support your valuable work.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to your team and support your mission. I am available for an interview at your convenience and can be reached at [Your Phone Number] or [Your Email].

Sincerely,

[Your Name]