

# Cover Letter for Arts Administration Internship

Jane Doe  
123 Art Street  
City, State, Zip Code  
Email: jane.doe@email.com  
Phone: (123) 456-7890  
Date: [Insert Date]

Hiring Manager  
Arts Organization Name  
456 Culture Avenue  
City, State, Zip Code

Dear Hiring Manager,

I am writing to express my interest in the Arts Administration Internship at [Arts Organization Name] as advertised on [Source of Internship]. I am currently pursuing a degree in Arts Management at [Your University] and have developed a strong passion for supporting artists and promoting cultural initiatives.

Through my academic coursework and volunteer experiences, I have gained valuable skills in project management, event planning, and community outreach. I successfully organized an art exhibition on campus that increased student engagement and showcased local talent. This experience enhanced my organizational skills and deepened my understanding of the operational aspects of arts organizations.

I am particularly drawn to [Arts Organization Name] because of [specific reason related to the organization's mission or projects]. I believe my background in arts management and my enthusiasm for [specific area of interest] align well with the work being done at your organization.

Thank you for considering my application. I am excited about the opportunity to contribute to [Arts Organization Name] while gaining further insights into the field of arts administration. I look forward to the possibility of discussing my application with you.

Sincerely,  
Jane Doe