

# GREER KIEHN

8307 Cronin Ville, Hirokostad, KY 17791-2773

Dear Armani Howe,

I am excited to be applying for the position of victim advocate. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for confidential in person and distance advocacy for survivors of sexual assault, interpersonal violence, stalking, relationship violence, and adult survivors of child sexual abuse.

My experience is an excellent fit for the list of requirements in this job:

- Basic knowledge of applicable university infrastructure, policies, and procedures or similar type knowledge
- Well-developed skills for conferring with students, faculty, and staff about or in an emergency situation
- Proficiency in the provision of assistance in a crisis
- Strong crisis intervention and consultation skills
- Advanced skills in assessing levels of emotional distress and reacting appropriately
- Demonstrated skills setting priorities and deadlines to ensure project goals and objectives are obtained
- Demonstrated leadership, supervision, planning and organizational skills
- Demonstrated personal values of integrity, openness, and a continuous improvement at a professional level and the program level

I really appreciate you taking the time to review my application for the position of victim advocate.

Sincerely,  
Greer Kiehn