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Department of Education

To whomever this may concern,

I am writing to express my strong interest in the Personnel Specialist with the Department of Education. With a diverse background in education, including my experience as a coach, service work in a third-grade classroom, and support in a middle school special education setting, I am confident in my ability to contribute to your department's mission of improving educational opportunities for all students, parents, and teachers.

In my current role as the head coach for Granite Bay High School's swim team, I have developed strong leadership, communication, and team-building skills. I work closely with athletes to create a supportive, accountable environment where everyone can achieve their goals. These skills, combined with my experience in educational settings, have prepared me to take on a role where I can help shape policies and programs that benefit both students and educators.

My work in the classroom has provided me with hands-on experience in diverse educational environments. Serving in a third-grade classroom and assisting in a middle school special education classroom has given me a deep understanding of the unique challenges students face at different stages of their academic journey. I have worked alongside teachers to create inclusive, supportive environments where every student can thrive, and I am passionate about making education more accessible for all learners, regardless of their background or abilities.

I am eager to bring my skills in leadership, classroom support, and program management to the Department of Education. I am committed to improving educational systems and ensuring that every student, parent, and teacher has the tools and support they need to succeed. I am confident that my diverse experience, coupled with my passion for education, makes me an ideal candidate for this role.

Thank you for considering my application. I would welcome the opportunity to further discuss how my skills and experiences align with the needs of the Department of Education. I look forward to the possibility of contributing to your team and helping to shape the future of education.

Sincerely,
Emma Hansen