

Colton Grainger  
1127 Hammock St  
Houston, TX 77009

June 15, 2017

ATTN: Keylee Marineau  
520 Pear St  
Olympia, WA 98501

Program Director Marineau,

I aim to become employed as the AmeriCorps Youth Advocate at Rosie's Place. I am applying on a referral from Andrea Fercho at the United Way of Thurston County.

I am interested in this position because I have (i) a year of experience in refugee social services and (ii) enthusiasm to work at agency that provides a "continuum of care" for at-risk youth.

- (i) Upon graduation in 2016, I committed a year to the Texas Episcopal Service Corps. I work to support refugees with complex medical conditions at the YMCA International Services, a resettlement agency in Houston. I directly serve 40 clients monthly—providing cultural orientation, scheduling medical appointments, and coordinating transportation. I support 7 case managers in 2 departments.
- (ii) I thrive in supportive roles. As a grading assistant, I found that, by taking a share of my supervisor's administrative responsibilities, I gave her more time to focus on curriculum design. As a lead counselor at Boys State, I supported junior counselors and large groups of high schoolers. At the YMCA, I handled referrals to community organizations and healthcare providers, I recruited volunteers to teach our clients to ride the Houston METRO, and I created an online repository of safety-net services.

This week, as I was digging through clothing donations to find the second shoe in a pair of men's size 11's, I realized that I care deeply to commit to a second year of my life to a comprehensive social service agency.

Working at the Rosie's Place would form a continuous link with the work I am presently doing at the YMCA—in terms of nurturing self-sufficiency, coordinating wholistic care, and performing community outreach.

I forward this letter with hopes to begin a coorespondence.

Respectfully,

Colton Grainger

*P.S. I am available via email, by phone after 3:00 P.M. PST, or by scheduled video-chat.*

<b>OBJECTIVE</b>	To gain employment as the AmeriCorps Youth Advocate at Rosie's Place.	
<b>SUMMARY OF QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• 1 year of service in refugee medical care and case management.</li> <li>• Enthusiasm for wholistic social services, outreach and volunteerism.</li> <li>• Working knowledge of indigent healthcare and public benefit programs.</li> </ul>	
<b>EDUCATION</b>	<b>B.S. in Mathematics-Physics</b> <i>The College of Idaho, Caldwell, ID</i>	May 2016
<b>PROFESSIONAL EXPERIENCE</b>	<b>Clerk — Refugee Medical Care &amp; Case Management</b> <i>YMCA International Services, Houston, TX</i>	September 2016 – July 2017
	<ul style="list-style-type: none"> <li>• Supported 7 staff over 240 client cases (60 medical, 180 social adjustment).</li> <li>• Obtained low-income healthcare for 30 cases and rental assistance for 5 cases.</li> <li>• Trained volunteers to accompany clients to medical appointments.</li> </ul>	
	<b>Grading Assistant</b> <i>The College of Idaho</i>	September 2015 – December 2015
	<ul style="list-style-type: none"> <li>• Corrected weekly assignments for 25 general physics students.</li> </ul>	
<b>COMMUNITY INVOLVEMENT</b>	<b>Dishwasher &amp; Server</b> <i>The Griddle, Meridian, ID</i>	Summers 2012, 2013, Fall 2015
	<ul style="list-style-type: none"> <li>• Kept clean a 600 ft<sup>2</sup> commercial kitchen.</li> <li>• Trained new staff for the front of house and kitchen.</li> </ul>	
	<b>Service Corps Fellow</b> <i>Texas Episcopal Service Corps, Houston, TX</i>	August 2016 – July 2017
	<ul style="list-style-type: none"> <li>• Completed a year of service (1,800 hours) while living in community.</li> <li>• Attended colloquia on HIV outreach and refugee resettlement.</li> </ul>	
<b>JOB RELATED ABILITIES</b>	<b>Lead Counselor — Gem Boys State</b> <i>Northwest Nazarene University, Nampa, ID</i>	June 2014 and 2015
	<ul style="list-style-type: none"> <li>• Hosted a camp on state government with veterans of the American Legion.</li> <li>• Supervised 100 students and 12 junior counselors on a team of 4 staff.</li> </ul>	
	<b>Social Services</b>	<b>Languages Spoken</b>
	<ul style="list-style-type: none"> <li>• Conflict resolution</li> <li>• Volunteer coordination</li> </ul>	<ul style="list-style-type: none"> <li>• Native English</li> <li>• Intermediate German</li> </ul>
	<b>Technology</b>	<b>Personal</b>
	<ul style="list-style-type: none"> <li>• Excel &amp; SQL data management</li> <li>• HTML5/CSS web-hosting</li> </ul>	<ul style="list-style-type: none"> <li>• CPR &amp; First Aid certified</li> <li>• Excellent health</li> </ul>

## REFERENCES

### **Shaoli Bhadra**

*Refugee Medical Program Coordinator*  
*YMCA International Services*  
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office: 713-339-9015 ext. 1051

### **Salimah Shamsuddin**

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*YMCA International Services*  
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### **Katie Devine**

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### **Nick Puccio**

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