

Katie Brocklesby  
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December 5, 2023

Hiring Manager

University of Arkansas, Fayetteville

Fulbright College of Arts and Sciences

1 University of Arkansas

Fayetteville, AR 72701

Dear Hiring Manager,

I am writing to express my interest in the Academic Advisor position within the Fulbright College Advising Center, as advertised on the University of Arkansas System Career Site. With a background in student advising and a commitment to fostering student success, I am excited about the opportunity to contribute to the University's mission of providing transformational opportunities and building a better world through education.

In my current role as Special Projects Coordinator at the University of Arkansas, I gained valuable experience in helping students navigate their academic, professional, and personal spheres with a focus on wellbeing. This experience has equipped me with the ability to understand and address the diverse needs of undergraduate students, guiding them in clarifying educational and career goals, and navigating academic policies effectively.

I hold a bachelor's degree from the University of Arkansas, and my education in economics in the Fulbright College of Arts and Sciences has provided me with a strong foundation in how course requirements are structured within the College. Furthermore, I am currently pursuing a master's degree at the University of Arkansas in Higher Education, ensuring a continuous commitment to professional development and growth.

The University of Arkansas' commitment to an inclusive and diverse culture resonates with me, and I am confident that my ability to create trust through equitable and inclusive communication aligns well with the values of the Fulbright College Advising Center. I am adaptable in my communication strategies, possess excellent interpersonal skills, and thrive in a fast-paced, collaborative environment.

I am particularly drawn to the opportunity to participate in proactive advising programs and contribute to New Student Orientation, reflecting my enthusiasm for positively impacting students' academic journeys beyond traditional advising. My passion for supporting students aligns seamlessly with the objectives outlined in the job description, and I am eager to continue to bring my skills and dedication to the University of Arkansas.

I welcome the opportunity to further discuss how my experiences and skills align with the needs of the Fulbright College Advising Center.

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Thank you for considering my application. I look forward to the possibility of contributing to the University of Arkansas community and furthering the institution's commitment to excellence in education.

Sincerely,

Katie Brocklesby