August 4, 2015

Michael Nordquist, Ph.D.

CEL Coordinator for Environment and Community Development Division

Center for Community Engaged Learning and Research

2000 Pennington Road

Forcina Hall, Room 337

Ewing, NJ 08628

RE: College Sustainability Research Internship

Dear Dr. Nordquist,

I am writing to apply for the College Sustainability Internship currently posted on the Community-Based Academic Internship Program website. As Secretary of TCNJ Environmental Club, formerly known as Water Watch, I am familiar with and feel passionate about the initiatives of the Presidents’ Climate Commitment Committee. I would be honored to have the opportunity to contribute my skills and knowledge and to learn from this experience.

My involvement in TCNJ Environmental Club, the South Jersey Land and Water Trust and the Wetlands Institute has fostered a strong interest in environmental protection and climate consciousness. I have excellent organization, communication, computer, analytic and research skills. As Statistics Project Manager at the Rainbird Foundation, I worked with government employees and non-profit coworkers to record and analyze data on child abuse nation-wide. I have served as secretary for three organizations,

I believe my research and analytical skills and my experience in the non-profit and environmental protection fields

I have worked with non-profits for the past 7 years and

Thank you for taking the time to speak with me about The Rainbird Foundation’s mission. I am inspired by the progress your team has made toward not just preventing, but ending child abuse. I would be honored to contribute to this effort if I were given the opportunity. I hope that my contribution of statistical, graphic design and non-profit work experience would be of value in carrying out the responsibilities of this internship position.

Partly as a result of my experience working as a volunteer in the non-profit community, I feel especially drawn to the goal of The Rainbird Foundation. Some of my volunteer projects include the Dream Come True Christmas project and Caring for Kids NJ. I found these particular projects especially fulfilling, because they gave me the opportunity to help individual children and unfortunate families in my area. Both of these projects involved the collection and distribution of hundreds of donated gifts, food items and holiday decorations. Although we were only able to help a few families, these were life-changing experiences for me.

Please see my resume below, and feel free to contact me for any further details. It would be an honor to work with you on this project. I look forward to hearing from you.

Thank you.

Best regards,

Liz Eisenhauer

**Education**

The College of New Jersey, Ewing, NJ. May 2017

* Bachelor of Arts: Major in Mathematics, Specialization in Statistics, Minor in Graphic Design
* GPA: 3.6

Cape May County Technical High School, Cape May Court House, NJ. June 2013

* Concentrations in Graphic Design and Pre-Engineering
* GPA: 3.77

**Honors and Awards**

* Dean’s List Spring and Fall 2014
* TCNJ Merit In State Scholarship
* Cape May Kiwanis Club Scholarship
* Upper Township Rotary Club Scholarship
* National Honors Society 2013

**Objective**

To obtain an internship with The Rainbird Foundation and to help bring about the end to child abuse.

**Volunteer Non-Profit Experience**

* South Jersey Land and Water Trust. June – August 2014
* Support our Troops. March 2014
* Trenton Area Soup Kitchen. March 2014
* Gilmore J. Fisher Middle School Tutor. April 2014
* Ribbons for Boston. April 2013
* Mathematics Tutor. September 2012 – June 2013
* Dream Come True Christmas. December 2009 – 2012
* Crest Community Church. November 2012
* Hurricane Sandy Clothing Drive. November 2012
* Oceana Nursing Home. November 2011 – June 2012
* Clean Communities. March 2012
* Ocean Drive Marathon. March 2011 and 2012
* Caring For Kids NJ Hosts Breakfast With Santa. December 2011
* Stone Harbor Polar Bear Plunge. December 2011
* Morey’s Pier Fall Festival. October 2011
* Project Eliminate. April 2011
* Ocean City Arts Center. June – August 2009
* The Wetlands Institute. June – August 2008

**Paid Work Experience**

* Graphic Designer – Student Activities and Leadership, The College of New Jersey. September 2014 – present
* Usher – Center For the Arts, The College of New Jersey. September 2014 – present
* Cashier – Center For the Arts, The College of New Jersey. September 2014 – present
* Server – Shoobies Restaurant, Sea Isle City, NJ. Summers 2010 – 2014
* Server – Sea Isle City Yacht Club, Sea Isle City, NJ. May – August 2013
* Cashier and Sales – The Maple Tree Gift Shop, Seaville, NJ. Summers 2009 – 2010

**Co-Curricular Activities**

* TCNJ Water Watch: Environmental Club
* TCNJ Yoga Humanitarian Club
* American Statistical Association Member
* Cape May County Technical High School Student Government, Secretary of the Class of 2013
* Cape May County Technical High School Key Club International, Co-President
* Cape May County Technical High School Varsity Cross Country, Co-Captain

**Skills**

* Proficient in Microsoft Office and Microsoft Office Suites, Adobe Illustrator, Adobe InDesign, Adobe Photoshop, MatLab and SPSS