**ALEX DELARGE**

alex.delarge@gmail.com | 123.456.7890 | [LinkedIn(opens in a new tab)](http://linkedin/)

May 1, 2021

To Vi Nguyen:

I am writing to express my interest in Futuro’s Special Outreach Program. As a senior at the University of Pennsylvania studying history, I was drawn to the Special Outreach Program Internship for its unique approach to social change and by the opportunity to work directly with a non-profit organization while acquiring a better understanding of effective leadership in a socially responsible career.

In both my academic endeavors as well as my extracurricular activities I have learned to tackle complex problems and reach sound solutions both as an individual decision maker and as a team member. As the head manager of a student-run enterprise at Penn, I have honed my ability to assess a situation or conflict as it arises, decide on a course of action, and evaluate its success in the long term. Whether it is finding opportunities for growth through advertising campaigns or streamlining an inefficient system of assistant managerial tasks, I have pushed myself to find new ideas to manage the daily challenges of overseeing a business. Likewise, my experience on the democratically-run Executive Board of the “Talking About It” series has taught me an invaluable lesson in teamwork. With no formal hierarchy on the Board, I have learned to impart my own suggestions while taking into consideration the advice and counsel of my peers.

Becoming part of the Futuro team would allow me to use my experience and skills in funding, strategy implementation, research and program development to support your goals of creating sustainable solutions to the critical problems social impact organizations face.

Thank you for taking the time to consider my application. I would appreciate the opportunity to interview for the Special Outreach Program Intern role and to discuss how my skills and experiences can benefit Futuro.

I look forward to hearing from you.

Sincerely,

Alex DeLarge