COVERING LETTER NINE

Your Name Your Road Your City

Your Postcode

DATE HERE

Their Name

Their Road

Their City

Their Postcode

Dear Sir/Madam,

I would like to apply for the position of Learning Mentor advertised on the jobfox.co.uk website.

I have a wide range of experience dealing with young people who have learning disabilities, behavioural, emotional and social difficulties; helping them overcome barriers and promoting a smooth transition through the school year groups and into adult life.

As you can see from my application, I have had very positive experiences working with young people throughout my career and am committed to encouraging and motivating students to help raise aspirations and academic standards.

I have always been passionate about working with young people, and as such this has become a cornerstone of my life.

I have completed my NVQ3 in Childcare Learning and Development and have a full First Aid at Work qualification.

As a Learning Support Assistant with St Joseph’s Secondary school I was able to engage directly with young people and have a positive impact on their lives, supporting young people often with special educational needs through classroom support and 1-2-1 targeted work. I believe my skills, knowledge and experience make me an ideal candidate for this post, and I would welcome the chance to discuss this further at interview.

I look forward to hearing from you

Yours faithfully,

Your Name