

PARAGRAPH PENELOPE

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Athletivity

1216 D Street, Bloomfield Township, MI 48302

Harold S. Mitchell

mitchellh@athletivity.com

mm-dd-yyyy (Date)

Dear Mr. Mitchell,

I recently graduated from Jackson College and completed my Associate of Arts in Sports Management. Your posting for a Recreation program Supervisor at Athletivity caught my eye because I am passionate about the needs and interests of others in relation to physical activity. After visiting your website and reading over your mission statement I believe we would work great as a team.

Your job description mentions needing someone who is dependable, people-oriented, and passionate about inclusive sporting opportunities. These are all things that I have dedicated my time to as a student. Recently, I have had the privilege of spearheading a co-ed tournament. I was able to manage each team and implement inclusivity and respectfulness. Both my education and my internship have allowed me to develop management skills, communication strategies, and leadership abilities-my goal is to continue to build on these strengths and I believe I could do this well at Athletivity.

One example of my sports management skills was with a young individual who felt they didn't have the talent necessary to start a community soccer league at the Parks and Recreation Center. My college training and recent internship taught me to work with them, find resources, and offer marketing advice. Together we were able to implement and manage 3 separate sports leagues for both male and female teams.

Thank you for taking time to read my letter, for additional insight into how my experiences align with Athletivity's goals, please review the attached resume. I fully believe that we could benefit from each other in the goal of helping the community stay active and healthy. I look forward to hearing back from you and the possibility of joining your team.

Thank you,

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