

Benjamin Hughes

 (303) 456-7895

 Denver, CO

 ben.hughes@email.com

 linkedin.com/ben-hughes

Jessica Reynolds
183 Steele Street
Denver, CO, 80218
(303) 826-2736
j.reynolds@email.com

Dear Ms. Reynolds,

When I saw the job opening for the English Teacher position at Morey Middle School I knew I had to apply.

I'm very impressed with your school's reputation for academic excellence and its commitment to holistic student development. With an unwavering dedication to fostering a love for literature and language in young minds, I'm eager to contribute to your mission of nurturing well-rounded individuals who are equipped to make a positive impact on society.

In addition to striving to empower my students to discover their unique strengths, I'm dedicated to ongoing professional development and staying abreast of the latest educational research. With 7+ years of experience teaching English to middle school students in diverse educational settings, I have honed my ability to tailor instruction to meet the individual needs of each student, ensuring that every learner feels supported on their educational journey.

Some of my proudest achievements include:

- Implementing a comprehensive literacy program resulting in a 15% improvement in test scores among my students over the course of one year
- Establishing a creative writing club where students published their own literary magazine, showcasing their original works and fostering a sense of pride and ownership in their writing
- Receiving the "Teacher of the Year" award in 2023 in recognition of outstanding dedication to student success, innovative teaching methods, and positive contributions to the school community

Thank you for considering my application. I'm excited about the opportunity to bring my passion for teaching and my dedication to student success to the team at Morey Middle School. Don't hesitate to reach out to me at (303) 733-2983 if you'd like to further discuss how my skills and experiences align with the needs of your school.

Sincerely,
Benjamin Hughes

Cover Letter Top Tutorial

Ian Pickup



Cover Letter Top Tutorial:

The SAGE Guide to Writing in Corrections Steven Hougland, Jennifer M. Allen, 2019-12-02 As part of the SAGE Guide to Writing series The SAGE Guide to Writing in Corrections 1e by Steven Hougland and Jennifer Allen focuses on teaching students how to write in the academic setting while introducing them to a number of other professional writings specific to the correctional profession such as the pre sentence investigation report contact sheets court status reports incident reports rehabilitation and therapy Covering correctional institutions as well as community corrections the goal is to interweave professional and technical writing academic writing and information literacy with the result being a stronger more confident report writer and student in corrections This text will be a concise supplemental writing book in courses focused on writing in the criminal justice discipline report writing or in introductory corrections courses It is part of a series of books on this topic that will span criminal justice policing corrections and research methods

The SAGE Guide to Writing in Criminal Justice Research Methods Jennifer M. Allen, Steven Hougland, 2020-01-28 The SAGE Guide to Writing in Criminal Justice Research Methods equips students with transferable writing skills that can be applied across the field of criminal justice both academically and professionally Authors Jennifer M Allen and Steven Hougland interweave professional and applied writing academic writing and information literacy with the result being a stronger more confident writer researcher and student in criminal justice Focused on teaching students how to write in the academic setting while introducing them to a number of other writing tools specific to research methods such as writing literature reviews abstracts proposals and more The perfect companion for any criminal justice research methods course this brief text focuses on key topics that will benefit students in their classes and in the field

The SAGE Guide to Writing in Policing Jennifer M. Allen, Steven Hougland, 2019-12-02 Effective writing strategies for report writing guide students through the legal requirements and best practices for creating and completing reports commonly found in the field of policing Writing assignments and exercises provide students with opportunities to apply course material Examples of resumes and cover letters offer students real world tips to help prepare them for the workforce A discussion on plagiarism clearly defines the concept to students as well as offers advice on how plagiarism can be avoided An entire chapter devoted to information literacy explains to students how to better identify obtain and evaluate information

[A Tutorial Guide to DBase IV Version 1.1](#) James A. Senn, 1991

Christian Writers' Market Guide 2010 Sally E. Stuart, 2010 Identifies approximately one thousand markets for Christian writers including book publishers and periodicals each with contact information and submission guidelines and includes listings of literary agents poetry greeting card music and photography markets and contests

Mastering the Essentials of E-Learning Ryan Watkins, 2004

The JobBank Guide to Computer & High-tech Companies, 1999

[Microsoft Word 2000 Complete Tutorial](#) Connie Morrison, William Robert Pasewark, 2000 With a completion time of 75 hours this book is certified as Expert level for Microsoft Word Aimed at the beginner this

comprehensive book covers beginning through advanced features of the software Lessons contain objectives step by step instructions screen illustrations tips notes Internet coverage chapter summaries end of chapter exercises projects and SCANS correlations Extra challenging activities are provided along with group activities to emphasize teamwork Unit reviews contain a Command Summary Review Questions Applications and On the Job Simulations Encyclopedia of Careers and Vocational Guidance, 2011 Praise for the previous edition An outstanding resource for all libraries Library Journal starred review useful for job seekers and career centers of all types recommended American Reference Books Annual Highly recommended for secondary school public and academic libraries Booklist provides a comprehensive overview of a vast array of occupations a great place to start a career search School Library Journal Encyclopedia of Careers and Vocational Guidance now in its 15th edition remains the most comprehensive career reference in print This unparalleled resource has been fully revised and updated to contain the most accurate and current career information available In Five Volumes and More than 4 100 Pages of Information The five volume Encyclopedia of Careers and Vocational Guidance 15th Edition is an essential resource for public college high school and junior high school libraries career centers guidance offices and other agencies involved with career exploration More than 800 articles have been revised and updated since the last edition to reflect accurate up to date career information Along with revisions and updates to all articles included here are more than 35 new career articles and more than 100 new photographs Each article offers expanded career information sidebars and other user friendly features Called out by graphic icons are the top 10 fastest growing careers and the top 10 careers that experts predict will add the greatest number of positions through the year 2018 Extensive Online References and On the job Interviews More than 2 500 Web sites selected for inclusion based on the quality of information they provide are listed in the career articles and refer users to professional associations government agencies and other organizations More than 100 on the job interviews ranging from worker profiles to daily routines to workers comments about their occupation are also included in major career articles Designed to hold students attention and relay information effectively this edition of Encyclopedia of Careers and Vocational Guidance is the ideal starting place for career research This edition features Comprehensive overviews of 94 industries More than 750 up to date job articles including more than 35 new articles The latest information on salaries and employment trends On the job interviews with professionals More than 800 sidebars providing additional reading on industry issues and history useful Web sites industry jargon and much more Approximately 500 photographs of people at work with more than 100 new to this edition Career articles keyed to four different government classification systems Career Guidance section in Volume 1 providing information on interviewing job hunting networking writing r sum s and more A comprehensive job title index in each volume plus additional indexes in Volume 1 New information on using social networking sites for job hunting electronic r sum s and more Extensive Online References and On the job Interviews Volume 1 Volume 1 contains two major sections Career Guidance and Career Fields as well as appendixes

and indexes Career Guidance is divided into four parts Preparing for Your Career presents information on cho Christian Writers' Market Guide 2006 Sally E. Stuart,2006 For more than twenty years the Christian Writers Market Guide has offered indispensable help to Christian writers The 2006 edition includes up to date listings of over twelve hundred markets for books articles stories poetry greeting cards and more including information on forty new book publishers eighty three new periodicals and thirty four new literary agents *Cass & Birnbaum's Guide to American Colleges* Melissa Cass,1994 This invaluable guide presents complete information on college admission policies academic requirements and campus life This 16th edition features an all new College Selection Index that guides prospective students through the difficult process of selecting the right college The most useful of all Harvard Educational Review **K and W Guide Colleges for Students with Learning Disabilities Or Attention Deficit Disorder** Marybeth Kravets,Imy Wax,Imy F. Wax,2001 Hundreds of thousands of students with learning disabilities head to college every year and many challenges lie ahead of them Aside from coping with difficulties in learning students and their families face the daunting process of searching out the right school for their specific needs This indispensable resource includes Advice from specialists in the field of learning disabilities Learning disabled programs admission requirements and graduation policies Services available at each school tutors note takers oral exams extended test time and more Information on the level of support services provided at each school Policies and procedures regarding course waivers or substitutions Names addresses phone numbers and e mail addresses of program administrators at each school Strategies for finding the right program for each student s needs In addition to the 339 schools profiled a Quick Contact Reference List provides essential program information for another 1 000 schools **New Perspectives on Microsoft Office 2003, First Course, Premium Edition** Ann Shaffer,Patrick Carey,Kathy Finnegan,Joseph Adamski,Roy Ageloff,2006-02-10 The case based problem solving approach to learning Office 2003 skills This Premium Edition includes an integrated training solution to transform the way your students learn Office 2003 skills Important Notice Media content referenced within the product description or the product text may not be available in the ebook version **Adams Electronic Job Search Almanac** ,2000 **New Perspectives on Microsoft Office Word 2003, Introductory, CourseCard Edition** Beverly Zimmerman,S. Scott Zimmerman,Ann Schaffer,Ann Shaffer,Beverly B. Zimmermann,2005-03 Part of the New Perspectives series this text offers a case based problem solving approach and innovative technology for meaningful learning of Microsoft Word 2003 in an introductory course **New Perspectives on Microsoft Office Word 2003, Comprehensive, CourseCard Edition** Ann Schaffer,S. Scott Zimmerman,Beverly B. Zimmerman,Ann Shaffer,2005-03 Part of the New Perspectives series this text offers a case based problem solving approach and innovative technology for meaningful learning of Microsoft Word 2003 in a full semester course By popular demand this book now includes coverage of file management **New Perspectives on Microsoft Office Word 2003, Comprehensive** Ann Shaffer,S. Scott Zimmerman,Beverly B. Zimmerman,Scott Zimmerman,2003-12 Part of the New Perspectives series this

text offers a case based problem solving approach and innovative technology for meaningful learning of Microsoft Word 2003

Using WordPerfect in Your Job Search David Franklin Noble,1995 A new focused kind of computer book that shows readers how to use the power of WordPerfect to create quality resumes cover letters and other important job search documents Detailed step by step instructions make it easy to create different types of resumes such as combination resumes chronological resumes resumes from templates scannable resumes and hypertext **Adams Electronic Job Search Almanac 2000** ,1999-07 Geared toward computer users of all levels this easy to use resource covers all aspects of job hunting including finding jobs on the Internet posting an electronic or multimedia resume and networking with professional peers **Christian Writers' Market Guide 2007** Sally Stuart,2007-01-16 Now updated for 2009 comes one of the most comprehensive marketing resources for Christian writers with information on agents editors publisher guidelines specialty markets and more

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