

Academic Director Cover Letter

38525 Virgilio TurnpikeEdwinville, AR 48637-3809

Dear Cameron Mitchell,

Please consider me for the academic director opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for leadership in academic programming, curricular development, curriculum assessment, accreditation, instructional staffing, and course scheduling.

My experience is an excellent fit for the list of requirements in this job:

- Guiding and Developing Staff
- Experience in the publishing and/or information industry market(s)
- Working knowledge of product development and sales processes
- Demonstrable history of driving results
- Proficient with marketing automation platforms to deliver email marketing and other content
- High-level of creativity and out-of-the box thinking
- Flexibility to work both independently and as part of a team
- Proficiency with Microsoft Excel, PowerPoint, Word and Siebel Systems

Thank you for your time and consideration.

Sincerely,

Phoenix McGlynn