

Academic Program Director Cover Letter

169 Leuschke WellsSouth Donellaview, NJ 02880

Dear Blake Harvey,

I am excited to be applying for the position of academic program director. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for support for the ABET accreditation and represent department at school-wide accreditation process meetings.

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

- Expertise in baccalaureate nursing education
- Active license as clinical social worker preferred
- Effective interpersonal and organizational skills and supervisory experience in a fast-paced academic setting
- Proven record in sales, marketing and student recruitment highly preferred
- Exemplary interpersonal/written communication highly preferred
- Demonstrated member of a high functioning work team environment highly preferred
- Proven self-starter & commitment to quality highly preferred
- Earned doctorate in educational leadership or related field

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

Peyton Spencer