

VU Station B # 351234
Nashville, TN 37235-1234

July 21, XXXX

Ms. Cynthia Douglas
Principal
Warren High School
3232 Crossing Lane
Nashville, TN 37212

Dear Ms. Douglas:

Please accept my letter of application for the mathematics teacher position at Warren High School. I learned about this opening through the Nashville Metropolitan Public Schools website. I am especially interested in Warren High School because of its demonstrated commitment to quality education, as evidenced by the favorable student/faculty ratio and state-of-the-art classroom technology.

I am currently pursuing bachelor's degrees in mathematics and secondary education and will graduate from Vanderbilt University next May. I am particularly interested in utilizing my skills and knowledge in a high school setting. As a student teacher, my main goal is to emphasize conceptual understanding of the math topics presented in class and facilitate connections between current lessons and students' previous knowledge. I strive to provide students with a stimulating, challenging, and healthy learning environment that will allow them to become active participants in their learning experience.

Through the secondary education program at Vanderbilt, I have had opportunities to gain experience at many schools that serve a variety of populations. In addition to student teaching, I have several years of experience working with children in various settings. With my diverse background, I embrace the challenges and joys of teaching children who need passionate teachers.

I would appreciate the opportunity to meet with you to discuss the mathematics position at Warren High School and schedule an interview time that is convenient for your interview committee. I may be contacted at (615) 555-1902 or at jan.b.teacher@vanderbilt.edu. Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,

Jan B. Teacher

Enclosure