

October 30, 2019

Mercy Home for Boys and Girls
1140 W. Jackson Blvd.
Chicago, IL 60607

To Whom it May Concern,

I am eagerly applying for the Youth Care Worker position with Mercy Home for Boys and Girls. As an advocate for your mission of helping young lives through various resources, I believe that my project management experience and non-profit experience make me a perfect fit for this position.

As a Project Management Apprentice, I assisted two Implementation Experts with their customer communication for thirty-five customers. On top of that, I was given the opportunity to fully implement two of my own customers which meant I led calls and checked in with each customer to make sure every detail was correct. These tasks required me to understand each customer's individual goals and adapt my language to help them in the best way possible. This skill allowed me to provide great customer satisfaction. I know that a Youth Care Worker has to be ready for any task that comes up, and I believe my experience with Jellyvision has given me the skills needed to adapt myself to a situation in order to successfully complete tasks.

In addition to my project management experience, my non-profit experience will also allow me to excel in this position. During my internship at the non-profit Universal Giving, I collaborated with the marketing team to develop a weekly social media campaign that would help gain brand awareness and motivate current followers to donate or register for different global programs. Through this experience, I learned how to align all social media communications with the organization's mission in order to promote it. I really enjoyed my time with Universal Giving and was inspired by the various programs they offered, but I wanted to interact more with my colleagues and with the people we were helping. This non-profit experience along with my passion to help others make me a perfect fit for the Youth Care Worker role because I will bring this dedication to help advocate for youth and fulfill the mission of your organization.

I admire how Mercy Home for Boys and Girls uses a holistic approach to help children and families. I have always believed that true change comes when you address it from multiple levels, and this is exactly what your organization does. I hope to be a part of your amazing organization so I can contribute to this important work. Thank you for your consideration, and please do not hesitate to reach out with any questions. I look forward to hearing from you.

Sincerely,
Jane Doe