

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Title]  
[Recipient's Organization]  
[Organization's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my interest in the Licensed Clinical Professional Counselor (LCPC) position at [Organization's Name] as advertised on [where you found the job listing]. With a Master's degree in [Your Degree] from [Your University] and over [number] years of experience in [your areas of expertise], I am confident in my ability to contribute effectively to your team. My background includes [briefly outline relevant experience or skills], which I believe aligns well with the needs of your organization.

I am particularly drawn to this position because [mention any specific reason related to the organization or its mission]. I am impressed by [specific aspect of the organization] and am eager to be a part of a team that prioritizes [key values or goals of the organization].

I would love the opportunity to further discuss how my qualifications can benefit [Organization's Name]. I am looking forward to the possibility of contributing to your esteemed team and helping to provide quality care to clients.

Thank you for considering my application. I hope to hear from you soon to schedule a conversation.

Sincerely,  
[Your Name]