

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Hiring Manager's Name]
[School/Organization Name]
[School Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [specific teaching position] at [School/Organization Name] as advertised [where you found the job listing]. With a [degree/credential] in [your field] and [number] years of experience in teaching, I am excited about the opportunity to contribute to your educational team.

In my previous role at [Previous School/Organization Name], I successfully [mention any relevant achievements, responsibilities, or experiences that relate to the position]. My approach to teaching emphasizes [your teaching philosophy or methods], which fosters [describe the impact of your teaching style, e.g., student engagement, critical thinking, etc.].

I am particularly drawn to [School/Organization Name] because of [mention any specific reason related to the school's values, programs, or community]. I believe that my [specific skills/experiences] align well with your goals.

I would love the opportunity to discuss how my skills and experiences make me a perfect fit for your team. Thank you for considering my application. I look forward to the possibility of contributing to [School/Organization Name] and supporting your students' success.

Sincerely,
[Your Name]