

Suzanne Ostrich  
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Principal Marie Clemmence  
York High School  
185 Rose Lane West  
Ottawa ON  
K2X 1Z8 Canada

Month Day, Year

Dear Ms. Clemmence,

It is with great enthusiasm that I respond to your recent request for an Art Teacher at York High School. The opportunity to teach at the very school which fostered my interest in education and love for the arts is thrilling. As indicated in the accompanying resume, I offer a rare mix of talent and experience which I believe will benefit your students, your school, and the entire community.

Both my academic and internship experiences have given me the necessary tools to design effective unit and lesson plans, as well as to work with children, teenagers, and adults in both small and large groups. Most recently, my position as Arts and Crafts Animator at the Westend Alternative Centre has allowed me to further develop a broad range of skills leading to my strong ability to facilitate and encourage creativity amongst a wide range of culturally diverse children. In addition, through personal experience as an artist, I have acquired extensive knowledge of, and have worked with, various artistic media that could help inspire an exciting learning environment for students.

I recall with fondness my love of the French Impressionists, fostered by Mrs. Wintworth, my eighth grade Art Teacher at York High School, and would be proud to be among your teaching staff. I look forward to introducing young, bright minds of the future to the pleasures of art. Therefore, I would like to meet with you at your convenience to discuss my qualifications. Please contact me at (514) 857-0099 or [sostrich@alcor.concordia.ca](mailto:sostrich@alcor.concordia.ca).

Thank you very much for your time and consideration.

Sincerely Yours,

Suzanne Ostrich

Enclosure (1)