

Teacher Assistant Cover Letter Sample 1

Alicia Jax

1887 Forest Mills Road, Richmond, VA, 23554

JaxA115@email.com

804 – 332 – 8547 (Home)

[Insert Date]

Mr. George Almantra

Principal

Richmond School for Early Learners

142 Wind Gate Lane, Richmond, VA, 23554

Dear Mr. Almantra,

I'm writing to show my interest in the teacher assistant job posted on your school's website. I am a recent 2017 graduate of the Virginia Commonwealth University, with a degree in Early Childhood Education, and a minor in Early Childhood Development. While I have experience teaching levels K-5, my true passion and expertise lie in working with pre-school aged children. My skills and experience seem to align with your requirements and work ethic, and your school is a place where I see myself growing as a teacher.

I currently work as a care aid at Virginia Commonwealth University's on-campus daycare and after-school care facility. Here, I am responsible for helping the lead supervisor with the daily tasks of watching children, keeping a clean and safe atmosphere, preparing and serving healthy balanced meals and snacks, and providing fun and engaging activities for the children. My personal focus is in providing a balance between learning and fun, so children can gain confidence in their own abilities. I also work with children one-on-one, when there is something they did not understand or need further help with.

I work to maintain a positive environment, and I put to use theory and activity-based teaching techniques to help children learn better. I strive to use my creative skills to create class projects and activities for all age ranges that employ a child's knowledge, while still being engaging. I have also led a team that arranges monthly outdoor exploration events, with the purpose of introducing young children to their community. In several cases, I have had the opportunity to lead all children in the absences of the lead supervisor without issue. Both the children and my supervisor trust me completely when it comes to childcare and supervision.

My skills include being certified in CPR for children and infants, exceptionally organized, a strong communicator, and a team player. I am well-versed with computers, and follow the latest teaching trends to stay up to date when working with young learners. I also play several instruments, and enjoy leading music-based activities that teach children about rhythm, encourage movement, and help them gain an overall appreciation for music. I am a patient

person, which is extremely important when working with children, and I am a good mediator, making sure everyone under my supervision gets along perfectly.

Noting that I share several core values with your school's teaching philosophy, I strongly believe that I would be a great fit for your team. I have a passion for working with young children, and I would love the opportunity to expand my experience and become a teacher aid at your school. I know that my skills in teaching and working with young children will be beneficial to your classroom, and will encourage your students to explore and learn. I look forward to hearing from you soon at the phone number or e-mail address listed above.

Sincerely,
Alicia Jax