

# PAUL DIMARCO

Student Teacher  
123 Address St., Wilmington, DE  
pauldimarco@youreemail.com  
(123) 456-7890

January 1, 2022

**Andrew Carter**  
Hiring Manager  
Newark Elementary  
(987) 654-3210  
andrew@newarkelementary.org

Dear Mr. Carter,

As a student teacher at Wilmington Elementary, I taught language arts, math, and science lessons to classes of 20-25 fourth-grade students. I monitored student performance over the course of the year and utilized differentiated instruction to drive academic growth. I am confident that my secondary education background will help me excel as the new elementary school teacher with your organization.

Newark Elementary's reputation for delivering high-quality experiential instruction strongly aligns with me as an education professional. I believe that my ability to utilize multiple learning modalities to reach students will be an asset to your organization based on my past career achievements:

- Utilized differentiated and experiential instruction techniques to foster engagement across three fourth grade classrooms, which resulted in a 10% increase in grade point averages for reading
- Collaborated with faculty and school administration to support the transition from in-classroom instruction to virtual learning, which included developing classroom management strategies for e-learning settings and Zoom classrooms
- Attended regular meetings with parents and students to discuss academic progress

I hope to speak with you further regarding how my background in elementary education can benefit your academic institution. Feel free to contact me at your earliest convenience for any additional questions you may have. Thank you for your time and consideration.

Sincerely,

*(Insert Signature Here)*

**PAUL DIMARCO**