KAYLEE O'DONNELL

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TO CORA SERVICES,

April 8th, 2021

I am writing in response to the position posting description for 'Summer Camp Leaders' on the jobs page on the CORA website. After reading the posting, I believe I am a strong fit and will be an effective hire for this position.

I recently graduated, in December 2020 from Kentucky Wesleyan College where I gained a Bachelor of Science in Political Science. As an adolescent I spent most of my time in the theatre, acting, in the community, and at Las Vegas Academy in high school. As I grew older, I began taking on administrative positions such as stage management and production assistance. Being a young adult, gaining skills of group management, creating daily reports, and transcribing meetings for productions informed me to become an efficient administrator and assistant. In the past I have worked in fast food, retail, education, childcare, and reception in spaces such as restaurants, stores, summer camps, churches, and a salon. My extensive experience with children, especially at summer camp, has brought me an understanding of group management that goes beyond the surface, as well as patience to resolve communication issues between many colleagues when tensions are high. These vastly different workspaces and employers, combined with my hobby of performance, have made me an excellent active listener and direct communicator. My past experience has given me different amounts of responsibility and pressure, testing my personality and ability to adapt, while encouraging me to grow into an empathetic collaborator.

Growing up, I was ever familiar with the direct impact of socioeconomic inequality that affected my own family, but I was unfamiliar with the nitty gritty details of so much history and theory that reduces efforts of progress before my formal education. I was astounded and obsessed with finding solutions to the intersectional issues that plague society at large – I still am. The unashamed, unbashful shouts, images and my own personal experiences of inequity have brought an understanding, but furthermore, a passion, to use my time to bring about less suffering anywhere and everywhere I can. I began attending graduate school for a master's degree in public administration at University of Nevada, Las Vegas this Spring to further research solutions to inequity. My ongoing education in civil service makes this position extremely valuable to me as it will give me more insight to further identify where my skills are to best be utilized. I look forward to speaking with the staff about my possibility of joining CORA Services. Thank you for your consideration.

Sincerely,