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Cora Services, Inc
8540 Verree Road
Philadelphia, PA 19111

To Whom It May Concern:

I am writing in regard to the School Counselor position. I am a certified School Counselor and have experience with career preparation and guidance, as well as behavioral support. My training, education and experience have provided me with strong knowledge of students' academic strengths and abilities.

My experience as an educational assistant has given me valuable training in collaborating and consulting with teachers as well as a greater background in behavioral support. I have worked one on one with students and in group settings to provide instructional assistance and promoted a positive learning environment to help students toward their educational goals.

Throughout my internship as a School Counselor, I provided both individual and group counseling sessions regarding academic achievement, family, trauma, behavior, career development and more. I have worked with students to develop individual coping skills, assisted in several crises and delivered classroom lessons on career development.

In alignment with your values, I value each person as a unique individual and will collaborate with all stakeholders to deliver counseling that focuses on early intervention . If chosen to interview for this position, I hope to learn more about your district and your student population. I look forward to the opportunity to discuss the long term Guidance Counselor position and my qualifications for the position.

My accompanying resume can provide you with greater details of my background and experience.

Thank you for your time and consideration.

Sincerely,
Katherine Schmidt