

John Smith

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November 7, 2021

Ms. Myra Rogers, Director
Orange County Historical Museum
812 East Rollins St.
Orlando, FL 32788

Dear Ms. Rogers:

Through the Center for Career & Life Planning at Rollins College, I learned of your spring internship in historical research. I believe my coursework in history and participation in relevant extracurricular activities enable me to successfully contribute as an intern with the Orange County Historical Museum.

My passion for American history has evolved over the past 5 years and motivated me to continue my education through extracurricular activities that give me more exposure to the field. As a docent with the Charleston Architecture Museum, I guided walking tours and answered guests' questions up to 10 hours per month. As Treasurer of the Civil War Re-enactors Club, I helped raise funds to cover travel to Fort Sumter to research the famous battle, the politics of antebellum Charleston, and the atrocities of the slave trade. Finally, as a camp counselor at Grandfather Mountain Wilderness Retreat, I investigated Appalachian culture, using resources provided by the Linville Historical Society. I hope to apply the research experience and interpersonal communication skills I developed through these experiences in the internship with the Orange County Historical Museum.

Enclosed is my resume for your review. I am very interested in this internship and would welcome the chance to learn more about the opportunity. Thank you for your time and consideration.

Sincerely,

John Smith

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Enclosure