

34 Huntington Avenue, Apt 2
Buffalo, New York 14214
December 15, 2006

Mr. James C. Bodziak
Superintendent
East Aurora Union Free School District
430 Main Street
East Aurora, New York 14052

Dear Mr. Bodziak:

I am writing to express my interest in the English Teacher position posted on the Career Development Center web site at Buffalo State College. It is clear to me that the East Aurora Union Free School District is genuinely committed to developmental education and the establishment of desire for life long learning. I believe I can contribute to that mission through my passion for teaching English Language and Literature and the ability to bring excitement to my lessons through a variety of diverse instructional strategies, all designed to improve student learning outcomes.

Through my academic and student teaching experiences, I had the opportunity to work with a diverse population of students, and I have become a true proponent of enabling the individual learners of my classroom, all of whom come with different learning styles and special needs. In addition, I was able to work collaboratively with department faculty to expand curriculum to include new subject matter in the area of writing. In fact, I took the lead in implementing a new unit for our AP course, entitled, *Writing for the Professional Life*.

As a proficient user of technologies commonly found in the school environment I have experience with the entire suite of MS Office software products. I am particularly good with using PowerPoint and other technology as an instructional tool to maximize learning. Besides the Windows XP environment, I am also familiar with the Apple OS.

I am confident that my enthusiasm for learning, knowledge of pedagogy, and commitment to students would make me a valuable member of the East Aurora School District. I look forward to the opportunity to speak with you about my background and qualifications. Thank you.

Sincerely,

Robert Q. Langhorn

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Enclosure