**Nancy Randall**

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February 1, 2021

Dr. XYZ

Executive Director, Health and Wellness

Bloomsburg University

400 East Second Street

Bloomsburg, PA 17815

RE: Psychological Counselor/Assistant Professor (AA #: 07-7-101)

Dear Dr. XYZ:

As a graduating student of Widener University’s nationally regarded Institute of Graduate Clinical Psychology (Psy.D.) program, I was excited to learn about this interesting opportunity from my professor, Dr. Sanjay Nath. Bloomsburg’s Student Counseling Center has come up during both class discussions and at my internship site as a trend-setter in meeting and anticipating student needs. In particular, I am inspired by the Center’s emphasis on suicide prevention supported by the JED Foundation. My own interest in this area is informed by direct experience helping to assess at-risk students as an intern at my university’s own undergraduate counseling center as well as volunteering as a crisis hotline counselor for the past three years.

Based on the position description, your desired candidate will possess an earned degree from an accredited institution’s doctoral program and be license-eligible; I have already completed my dissertation and have petitioned to graduate in May. In addition, I bring two years of direct experience working with traditionally-aged college students through my internships as well as a sustained academic focus on college student development. Through my dissertation research, I was privileged to personally interview Dr. Terenzini, Distinguished Professor Emeritus, on Penn State’s main campus to inform my topic, *How Social Media Use Affects College Students with Depression.* Regarding your preferred qualifications, I have presented on psychoeducational topics in both classroom and field settings and have become proficient in using electronic medical records during my part-time administrative position at my university’s Wellness Center.

Perhaps most important, Bloomsburg’s emphasis on preventative coping strategies resonates strongly with my own service philosophy. In closing, I am quite interested in exploring this opportunity and would welcome the chance for a personal interview. Please feel free to contact me at your earliest convenience. Thank you very much for your consideration.

Sincerely,

Nancy Randall