

[REDACTED]
[REDACTED]@gmail.com
[REDACTED]
[REDACTED]

October 23, 2024

Mr. Mark Kline
6060 FFA Drive
P.O. Box 68960
Indianapolis, IN 46268-0960

Dear Mr. Mark Kline,

With great excitement, I am writing to express my interest in applying for the [REDACTED] Horses Internship Program. My high school Agricultural Science Educator was informed about the experience by a local riding center then encouraged me to pursue this opportunity as it matches my passion for the equine industry as well as my prospective career in education. My ambition, work ethic, dedication, and the experience I have with horses makes me a phenomenal candidate for this position.

As a freshman at [REDACTED] University, I would bring a wealth of educational, leadership and social skills to your organization. My extracurricular experiences have developed me into an outstanding communicator and student-driven leader and have paved the way as I plan to become an agricultural science teacher. As the [REDACTED] State FFA Vice President, I write and implement effective and engaging workshops for students of all ages. This has allowed me to partner my interest in education with this leadership position. Additionally, while housing my own horse at a neighboring farm, I have given lessons to other riders, sharing my knowledge and skills with them.

As a confident equestrian, this opportunity will also allow me to further develop my knowledge with horses. Living on an eighty-horse thoroughbred farm has provided me with skills in nutrition, handling, and care. I have administered medication both orally and intramuscularly, made sure each individual horse receives the proper nutrition program, and utilized safe procedures when moving horses. However, an internship with your business will provide me the chance to see how other equine operations care and maintain their herd while also allowing me to see the inner workings of a non-profit.

Knowing that my resume will not truly showcase my experiences, knowledge and skills, I welcome the opportunity to discuss my qualifications in further detail. Please contact me directly by email at [REDACTED]@gmail.com or by phone at [REDACTED]. Thank you for your time, I will follow up with your office on September 6th, to confirm that you have received my application and discuss a time to meet in person.

Sincerely,

[REDACTED]

[REDACTED]

Enclosure: Resume and References