

GOLDIE HILL

Academic Advisor



goldie.hill@email.com



Miami, FL 33141

To Ms. Elizabeth Carter

Miami University

Dear Ms. Carter,

I am writing to express my interest in the Academic Advisor position at Miami University. After several years as a high school teacher, I am excited to transition into academic advising, where I can continue to support student growth and development in a new capacity. My background in education, combined with my passion for helping students navigate their academic and career goals, makes me confident in my ability to contribute to your advising team.

In my role as a teacher at Miami Senior High School, I worked closely with students to develop individualized learning plans, provided guidance on academic performance, and helped them set long-term educational goals.

My experience in one-on-one counseling, building strong relationships with students, and creating a supportive classroom environment has equipped me with the skills necessary to be an effective academic advisor.

I am particularly excited about the opportunity to work at Miami University due to its commitment to fostering an inclusive and student-centered environment. I believe that my ability to communicate clearly, my experience with advising and mentoring, and my dedication to student success will enable me to contribute effectively to your department and help students achieve their academic goals.

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experience can support the academic development of your students.

Sincerely,

Goldie Hill