

1310 Mill Pond Road  
Banner Elk, NC 28604  
(828) 758-4444  
[ac0123546@lmc.edu](mailto:ac0123546@lmc.edu)

January 15, 2018

Ms. Charlene Price  
Director of Education  
Mint Museum of Art  
2100 Sardis Road  
Charlotte, NC 28227

Dear Ms. Price:

I am interested in applying for the internship in the education department of the Mint Museum of Art which I learned of through the Career Services office at Lees-McRae College. As a junior English and Communication Arts & Design double major, I have the creativity, organization, and communication skills you are seeking. I am impressed by Mint's numerous awards for its community outreach programs, particularly to children, and would be honored to have the opportunity to contribute to your continued success this summer.

In addition to my academic experience at Lees-McRae College, I have been involved in several activities which gave me the opportunity to use and develop my teaching skills and creativity. During the past two summers, I taught art at a camp in North Carolina for elementary school children. As a senior camp counselor I had complete responsibility for creating the summer's lesson plans, buying necessary supplies, and evaluating the campers' progress. As a peer tutor with the Burton Center for Student Success, I tutored an average of ten students a semester in courses on writing and literature. As a result of tutoring and their hard work and persistence, each student I have tutored has passed their class. These experiences, along with my academic coursework, have prepared me to educate visitors of all ages and maximize their experiences at the Mint Museum of Art.

The mission of the Mint Museum- to inspire and engage a global community and spark a passion for art and design in all visitors- aligns perfectly with my own professional values. Enclosed is my resumé for your review. I would be happy to send you my portfolio or provide you with any additional information about my background and experiences you may need. I look forward to speaking with you about this opportunity. Thank you for your consideration.

Sincerely,

*Sarah Chapman*

Sarah Chapman