**MC900196202[1]Christine Reed**

[Street Address] New York, NY 55900, H: 555-555-5555, [Email Address]

**Today’s date**

Mr. Prin C. Pal

TTT Institution

Address, City, State, zip  
  
**Re: Special Education Teacher Position**

Dear Mr. Pal,

Please accept my application and my attached resume for the position of special education teacher in your institution.   
The past nine years have witnessed my touching the lives of scores of special needs children in two schools for the developmentally disabled.

I am very dedicated to providing students with the tools they need to maximize their growth and achieve as much as they can.   
I encourage my students to develop their ability to interact with adults and children in age-appropriate ways, express themselves so that others can understand them, and progress academically according to their own level. Communicating with parents is also key, as when parents and the school work in tandem, students flourish and literally exceed all expectations.

I have worked with students with Autism, Down syndrome, ADHD, and other learning disabilities. I am very loving and enthusiastic.

I have found that my students respond best to this combination. Each student has his or her own individualized educational enrichment plan with his or her own goals. I have trained in alternative communication, ABA, DIR (including Floor time), the Love and Learning program, CBT, computer-assisted communication, and positive reinforcement, and use these and other creative ways to reach and teach my students ADL for independent living.

I am flexible and very willing to hear other points of view. I am optimistic that children can grow and I have seen miracles.

Please get in touch with me so we can discuss this opportunity further.

Thank you for your attention.

Sincerely,

**Christine Reed**

**Enclosure: Resume**