

Jordan A. Smith

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Counselor

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Counselor position at Acme Corporation, as advertised on your careers page. With a solid background in counseling and a passion for helping individuals navigate their personal challenges, I believe I am well-suited to contribute to your team and support your clients in achieving their goals.

During my three years as a freelance counselor, I successfully guided over 150 clients through various life transitions, including career changes, relationship issues, and mental health challenges. One of my proudest achievements was developing a personalized counseling program for young adults struggling with anxiety. This initiative not only improved their coping strategies but also led to a remarkable 40% increase in reported satisfaction with their daily lives. Additionally, I facilitated weekly support groups that fostered a sense of community among participants, further enhancing their overall well-being.

I am particularly drawn to Acme Corporation's commitment to holistic counseling approaches and evidence-based practices. I admire your innovative methods and am eager to bring my experience in creating tailored counseling strategies to your organization. I am confident that my background in both one-on-one and group counseling settings will enable me to make a significant impact as a full-time counselor at Acme.

I would love the opportunity to discuss how my skills and experiences align with the needs of your team. Thank you for considering my application; I look forward to the possibility of contributing to Acme Corporation and helping your clients thrive.

Sincerely,

Jordan A. Smith