

Emily Johnson

January 16, 2026

Acme Corporation

RE: Internship School Counselor

Dear Hiring Manager,

I am writing to express my enthusiastic interest in the Internship School Counselor position at Acme Corporation, which I discovered on your careers page. As a senior at State University majoring in Psychology with a minor in Education, I am eager to contribute my educational background and my passion for supporting students' emotional and academic well-being to your team.

During my time as a volunteer at the State University Counseling Center, I had the opportunity to assist in leading workshops aimed at improving students' study skills and stress management techniques. I successfully collaborated with a team of counselors to implement a peer mentorship program that matched upperclassmen with incoming freshmen, significantly easing the transition for new students. This initiative not only fostered a sense of community but also received positive feedback from both mentors and mentees, highlighting the importance of support systems in education.

Moreover, my internship at Riverside Middle School allowed me to work closely with students facing various challenges, including academic, social, and emotional issues. I conducted individual and group counseling sessions where I developed personalized action plans that led to a marked improvement in students' engagement and attendance. These experiences have honed my ability to connect with diverse student populations and equipped me with the skills necessary to address their unique needs effectively.

I am excited about the possibility of bringing my background in student counseling and my commitment to fostering a supportive educational environment to Acme Corporation. I would welcome the opportunity to discuss how my skills and experiences align with the goals of your counseling team. Thank you for considering my application; I look forward to the possibility of contributing to your important work.

Sincerely,

Emily Johnson