

# Jordan A. Mitchell

January 16, 2026

Acme Corporation

RE: Promotion Family Lawyer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Family Lawyer position at Acme Corporation, as advertised on your careers page. With over eight years of experience in family law, I am excited about the opportunity to bring my expertise in client advocacy and negotiation to your esteemed firm. Acme Corporation's commitment to promoting family well-being aligns closely with my professional values, and I am eager to contribute to your mission.

In my previous role at Smith & Associates, I successfully represented clients in complex custody disputes, achieving favorable outcomes in 95% of the cases I handled. One notable case involved successfully negotiating a shared parenting arrangement that not only met the needs of the parents but also prioritized the children's best interests, resulting in increased co-parenting effectiveness and reduced conflict. Additionally, I spearheaded a community outreach program that provided free legal consultations for low-income families, fostering a stronger community connection and enhancing the firm's reputation.

I am particularly drawn to this position at Acme Corporation because of your innovative approach to family law, including the use of collaborative practices to resolve disputes. I believe my skills in mediation and my track record of building strong client relationships make me a perfect fit for your team. I am excited about the possibility of discussing how my background, skills, and passions align with the goals of Acme Corporation.

Thank you for considering my application. I look forward to the opportunity to further discuss my candidacy and how I can contribute to the success of your family law practice.

Sincerely,

Jordan A. Mitchell