

Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Promotion Social Services Coordinator

Dear Hiring Manager,

I am excited to submit my application for the Promotion Social Services Coordinator position at Acme Corporation, as advertised on your careers page. With a deep passion for social services and a proven track record in program promotion and community outreach, I am eager to contribute my skills to your esteemed organization.

In my previous role as a Social Services Assistant at Community Care Alliance, I successfully developed and implemented a promotional campaign that increased local awareness of our mental health services by 35% within six months. This initiative not only enhanced community engagement but also resulted in a measurable increase in service utilization. Additionally, I coordinated workshops that educated over 200 residents about available resources, fostering a stronger connection between our services and the community. My ability to analyze community needs and tailor promotional strategies has been key to driving successful outcomes.

Furthermore, I spearheaded a collaborative project with local schools and health organizations that aimed to promote youth mental health resources. This initiative resulted in the distribution of over 1,500 informational brochures and the establishment of a peer support network that continues to thrive. My experience in building partnerships and leveraging community resources makes me confident in my ability to successfully promote Acme Corporation's social services programs.

I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your team and advancing the impactful work you do in the community.

Sincerely,

Jordan Lee Thompson