

# Jordan M. Taylor

January 16, 2026

Acme Corporation

RE: Promotion Special Education Teacher

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Special Education Teacher position at Acme Corporation, as advertised on your careers page. With a solid commitment to fostering inclusive learning environments and a comprehensive background in special education, I am excited about the opportunity to contribute to your esteemed team and support the diverse needs of students.

In my previous role as a Special Education Teacher at Jefferson High School, I led a successful initiative to enhance individualized education plans (IEPs) for students with varying disabilities. By collaborating closely with parents, therapists, and general education teachers, I was able to increase student engagement by 30% over two academic years. Additionally, I developed a peer tutoring program that paired students with special needs with their peers, resulting in improved social skills and academic performance for both groups. This program received recognition from the school district for its innovative approach to inclusion.

Furthermore, I have actively participated in professional development workshops focusing on adaptive teaching strategies and behavioral interventions, which have allowed me to implement effective classroom management techniques and tailor my instructional practices to meet the unique needs of each student. My efforts led to a significant decrease in classroom disruptions and an increase in positive behavior outcomes among my students.

I am eager to bring my expertise in special education and passion for student advocacy to Acme Corporation. I would appreciate the opportunity to discuss how my experience and vision align with the goals of your organization. Thank you for considering my application; I look forward to the possibility of contributing to your team.

Sincerely,

Jordan M. Taylor