

# Jessica L. Thompson

January 16, 2026

Acme Corporation

RE: Promotion Substitute Teacher

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Substitute Teacher position at Acme Corporation, as advertised on your careers page. With a strong background in education and a passion for fostering student engagement, I am excited about the opportunity to contribute to your team and support your commitment to academic excellence.

During my time as a full-time teacher at Lincoln Elementary, I successfully implemented a new reading program that increased student literacy rates by 20% within one academic year. I was instrumental in developing lesson plans that catered to diverse learning styles, ensuring that every student had the opportunity to succeed. Additionally, I served as a mentor to new teachers, providing guidance on classroom management and engagement strategies that resulted in a more cohesive teaching environment. These experiences have equipped me with the skills necessary to step into the Promotion Substitute Teacher role and make an immediate impact.

I am particularly drawn to the dynamic nature of the Promotion Substitute Teacher position, as it offers the chance to engage with different classrooms and contribute to various subjects across grade levels. I have a proven ability to adapt to diverse classroom settings quickly, evidenced by my successful stints as a substitute teacher where I maintained continuity in lesson delivery and effectively managed classroom behavior. I thrive in environments that require flexibility and creativity, and I look forward to bringing this enthusiasm to Acme Corporation.

I would welcome the opportunity to discuss my qualifications further and explore how I can support your educational goals. Thank you for considering my application. I hope to hear from you soon.

Sincerely,

Jessica L. Thompson