

Name

Address

City, State, Zip Code

Phone Number

Email Address

Date

To whom it may concern,

It is with great enthusiasm that I submit my resume for the position of a Specialization Coordinator for the Health and Wellness Psychology Program at [name of university]. As an educator with over a decade of experience, I know that my academic qualifications and skill set will be an asset to your organization.

I have taught several courses on Physical and Mental Health, Psychopharmacology, and Gender Studies and at the Department of Psychology, Health Psychology and Psychology of Ageing, in some of the most reputable institutions of the city. In addition, I have chaired a PhD conference on Optimal Ageing within the [name of university].

With my vast learning and teaching experience, I follow a flexible, sensitive and solution-based teaching model that not only imparts quality education but also inculcates pragmatic problem-solving abilities in my students. I am now ready to embark on a higher teaching and coordinating position that will enrich my learning experience and open new horizons for me to polish my teaching, leading, and motivational skills.

As a faculty member, I have made significant contributions towards improving the teaching-learning curriculum. Apart from encouraging and promoting participation from students, I have also worked in collaboration with the Department Heads, other faculty members, and the administration team to devise a curriculum that facilitates critical thinking.

The greatest challenge for an educator is to align students' vision with that of the institution. Most of my students are working adults, struggling with personal commitments and education. Aligning their learning experience with the constantly evolving institution is not only the most challenging, but also the best part of my job.

With a participatory learning approach, I have successfully been able to motivate and engage my students and have introduced competent individuals into society. Their adherence to learning and their progress towards eventual graduation is what fuels me to work even harder.

I have several years of clinical experience working with mature adults struggling with addictions and/or disabilities. I have also had the honor of working as a volunteer with refugees and mapped out a viable path for their transition into a new and better life. I also work with the Transgender population, LGBT parenthood adjustment, and individuals struggling with parenthood after IVF.

During my tenure at [name of university] and the [name of other university]; I worked in collaboration with the administration, and created and edited several courses. This work included, but was not limited to; removing any redundant material, upgrading the books with respect to recent developments and general editing and proofreading. These courses include:

- ✓ PSY8330: Mental Health and Aging
- ✓ PSYXXX: Gender and Sexual Diversity in Cultural Context
- ✓ PSYXXXX: Psychology of Transgenderism
- ✓ PSY6201: Psychology and sexuality
- ✓ PSY7110: Psychopharmacology
- ✓ PSY6201-8: Psychology of Sex and Sexuality
- ✓ PSY6202-8: Psychology of Gender
- ✓ PSYXXXX: LGBTQ Affirmative-Psychology
- ✓ PSYXXX: History and Theories of Sex, Sexuality and Gender
- ✓ PSY6203-8: Introduction to Gender Variance
- ✓ PSY6204-8: Psychology of the Gay, Lesbian and Bisexual Population
- ✓ Psy5106-8: Biopsychology
- ✓ PSY8302: Behavioural Nutrition PhD (in progress)
- ✓ PSY6302-8: Behavioural Nutrition MSC (in progress)

Based on my experience and qualifications, I believe that can fulfill the responsibilities of the aforementioned position efficiently. I have enclosed my resume and will provide references, if required. I hope you will consider my application and I look forward to working in an esteemed organization like yours.

Regards,

[Name]