October 11, 2021

Alice Verlezza
9 Berm Dr
Cumberland, RI 02864

To Whom It May Concern:

 I am writing to indicate my strong interest in securing a position at Generation Teach. As a sociologist, I have a personal passion for fighting for social justice and addressing inequity and marginalization at the local level. It has always been a dream of mine to work for a non-profit that addresses these issues directly and have an impact on the real lives of people in my community. Having been raised in Rhode Island, I have a large network of professionals with which I have collaborated over the years in both the academic and commercial fields. I am a third generation educator, and my 15 years of teaching experience in both secondary and post-secondary education has taught me to advocate for my students and guide them on their path to seeking meaningful and well matched careers in academia and beyond. I am a lifelong learner with excellent transferable communication and management skills which would empower me in the leadership position of Director of Rhode Island Programs.

 While teaching English Language Arts in the public school system, I have taken on dozens of additional duties, including teaching for the summer program to prepare students for upcoming challenges in the school year. In addition to my teaching duties, I was also a member of the vertical team, collaborating with educators at all levels to deliver aligned and quality curriculum. I have organized events, designed and published annual yearbooks and creative writing journals, and even taken advantage of learning new skills alongside my students by hosting a ski club. I have outstanding time management, organization, and leadership skills which have prepared me for this new challenge.

I have taught online Sociology courses to hundreds of adult learners enrolled in undergraduate and continuing education studies at Fisher College, including veterans and adult learners who seek to change careers. My recent experience at Dean College has honed my project management skills, allowing me to design accessible course materials while assisting my students with the transition to a post-secondary setting amidst pandemic conditions. I have taught classes specifically designed for the ARCH program at Dean College, assisting students with disabilities in their first years of undergraduate coursework.

In my capacity as a Career Resource Specialist at Work Opportunities Unlimited, I have worked closely with my team to deliver exceptional SEP and VR services to adults and students with disabilities. My duties have included administering assessments, job development, placement, and retention, as well as a role in promoting the company and mentoring other new hires. In both a remote and on-site environment, I am able to complete tasks efficiently and effectively under tight deadlines, while helping my clients overcome boundaries to employment and retain their placements. I have excelled in my role as a career resource specialist, and I wish to use this experience to bolster my competency in a more administrative role.

I believe this opportunity at Generation Teach is a challenging but natural next step in my career. You may contact me with questions at (508) 685-3537 or averlezza@gmail.com. Thank you for your time and consideration.

Sincerely,

Alice Verlezza