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September 8, 2019

Hiring Manager  
Eliot Community Care  
10374 Conna Drive  
Boulder, CO 80301

Dear Hiring Manager:

I am excited to apply for the Residential Counselor position at Eliot Community Care after Name, a former Eliot employee, suggested I apply. Eliot Community Care's work and mission are closely aligned with my interests, as well as my work and service experiences. As a Peer Listener at Fenwick Health, I have received in-depth training on how to speak with LGBTQ+ youth on a wide variety of issues they experience, such as coming out, transitioning, and suicidal thoughts. My long-term plan is to become a licensed clinical social worker who serves the LGBTQ+ community, and I hope to start this journey at Eliot Community Care.

While working at McLean Hospital this past summer, I learned how to approach, comfort, and facilitate conversations with a diverse population of psychiatric patients. As a small group discussion leader, I ensured a welcoming and safe environment for my patients to share and build community. Because of the relationships I built, many patients chose to also come to me outside of group time to seek support in times of crisis. One patient in particular, known to be volatile, would only respond positively to my help because of the trust I built with her. My ability to create genuine connections with a variety of people and my experience supporting patients through a multitude of challenges will directly translate to the role of a Residential Counselor.

My time at McLean Hospital also shaped my crisis management skill. The nature of my patients' serious and diverse diagnoses meant that each day was completely different from the day before, and crises were common. On a particularly challenging day, a patient with autism spectrum disorder was extremely agitated and about to attack my coworker. I restrained the patient using the Handle With Care technique for almost an hour, after which I brought him to a quiet room to console him. Through breathing techniques and talking through what happened, I calmed my patient down and he left the room laughing. Experiences like these have prepared me to deescalate crises quickly and carefully, which will make me ready to respond to any challenging situation that may arise among residents at Eliot Community Care.

I would consider it an honor to work with you and help make a difference in people's lives. From what I have heard and found through research, Eliot focuses on each patient holistically, and treats patients by helping them find their inner strength. My goal as a Residential Counselor would be the same: I want to continue to be a positive, guiding force in people's lives. If you have any questions, please feel free to reach out to me at (182) 349-3947 or email@bc.edu.

Sincerely,

First & Last Name

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