Dr. Jane Smith  
American State University  
Palo Alto, California, 94301  
professor.smith@email.com

October 30, 2015

Dear Professor Jane Smith,

I am writing to apply for the postion of Assistant Professor of Anthropology: Evolutionary Social Science, as advertised on the American State University website. I am a graduate from Hayward University, and am currently a doctoral candidate at the University of Osford where I am due to complete my PhD requirements by May 2016. I am working on a dissertation under the direction of Dr John Jacobs. I believe that my previous teaching experience, partnered with my research in human behaviour and signalling theory make me a strong candidate for the position.

As my Curriculum Vitae demonstrates, I have taught a variety of ethnographic writing courses. My doctoral dissertation examines human cognitive ability and the socioecological underpinnings of behavioural variation, using qualitative survey-based research methods. I also run an ethnographic writing course at the University of Osford, mentoring undergraduate students in ethnographic data collection, analysis and writing. I seek to engage students by examining ways they can actively participate in class discussions, often using app technology and new collaborative platforms. I look forward to individual conferences with students, ascertaining their research direction and assisting in the composition of their theories and experiments.

I am aware that the rate of crime in New Haven is higher than average, and I am keen to use my skills to assist and protect the community to the fullest extent possible. My training and personal characteristics make me a perfect fit to handle both tough situations and present a pleasant face to the New Haven community.

Prior to my academic career I worked as a photographer and filmmaker for various organizations for 5+ years. In 2012 & 2013, I taught a Visual Anthropology International Exchange program in Bangladesh using sound recording, photography and film. I believe these skills provide me with a broad perspective of ethnography, enhancing my research methodology and passion for student engagement.

I have enclosed my curriculum vitae, statements of teaching philosophy, research interests and reference letters. I would enjoy discussing this position with you in the weeks to come. If you require any additional information, please feel free to contact me. Thank you for your time and consideration.

Sincerely,  
Sally Davis