

Career development Cover letter



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BUILD KNOWLEDGE AND SKILLS IN REPRESENTING CITY YEAR ON YOUR COVER LETTER

The main purpose of this activity is to help students build knowledge and skills in representing City Year on their cover letters. This activity is designed to provide multiple learning options (in small groups or as individuals) to help AmeriCorps members build knowledge and skills in cover letter structure utilizing the different resources available in the [career toolkit](#).

Team activity or

Part two: Put your knowledge into practice. Spend five minutes finding a job posting that you find interesting on [Zippia.com](#), [Indeed](#) or another job board. Do not need to apply or interview. You just need an example to read through to practice finding the three important competencies highlighted for a role. Read your sample description and name what you believe are the three most important requirements that you would highlight in a cover

Group closing: What did you learn based on the option you chose? What are one-two take aways for us?

Additional resources

[career resources page](#) available to all members and alums. [career toolkit](#) available to all members and alums.

All of the above resources linked in the team activity overview are on the [cover letter page](#).