

Mrs. Geesje Thornton  
District Administrator, Personnel Services  
Richmond School District #38  
7811 Granville Avenue  
Richmond, B.C.  
V6Y 3E3

November 7, 2017

Dear Mrs. Thornton,

I wish to apply for a position as a teacher-on-call (TOC) with the Richmond School District #38. I was informed of this position by Dr. Karen V. Lee, my UBC Faculty Advisor. Currently, I'm completing my UBC B. Ed. degree with a specialization in Secondary Music Education. Although this is my specialty, I have had a great deal of experience teaching children and adolescents and am comfortable teaching Math, English, Literature, social studies, and history courses in teacher-on-call contexts. I am also interested in Elementary Education and will complete UBC summer elective courses to gain more academic training in this area.

I am excited about immersing myself in the life and culture of the school where I will begin my teaching career. I have over a decade of professional teaching experience, and have passion, enthusiasm, and energy in teaching. I find energy and inspiration in facilitating the shared growth and learning that takes place individually and interpersonally within the dynamic environment of the classroom. Overall, I believe it is a teacher's responsibility to create a safe, supportive, and encouraging environment, both inside and outside the classroom in order to encourage students to reach their full potential.

Please find attached my resume and application form. I look forward with excitement and anticipation to hearing from you. If you need additional information, please contact me at 604-715-2130 or [timtweedale@gmail.com](mailto:timtweedale@gmail.com).

Sincerely,

Tim Tweedale, B. Ed, (anticipated) B. Mus.