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From
Olivia Bennett
Community Volunteer

To
Bill Chadwick
Unity for Change Foundation

Dear Mr. Chadwick,

I am writing to express my interest in the Community Volunteer position at Unity for Change Foundation. As a dedicated and passionate individual, I am excited at the opportunity to contribute my skills and experience towards the noble cause of bringing positive change to our community.

With over 3 years of experience as a volunteer at various non-profit organizations, I have developed a strong understanding of the importance of community involvement and the impact it can have on people's lives. My previous roles have given me the opportunity to work with diverse groups of individuals and cultivate excellent communication and teamwork skills.

One of my biggest accomplishments as a volunteer was organizing a fundraising event for a local homeless shelter, which raised over \$10,000 in donations. This experience taught me the value of effective planning, organization, and leadership skills.

My best qualities include being highly motivated, adaptable, and empathetic towards others. I am always willing to take on new challenges and learn new skills in order to make a positive impact in our society.

Moreover, my skills in project management, event planning, and public speaking make me a valuable asset to your team.

Thank you for considering my application. I am eager to contribute my time and efforts towards creating meaningful change within our community. Please do not hesitate to contact me if you require any further information or would like to schedule an interview.

Sincerely,

Olivia Bennett