

Lindley Gallegos

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Division of Alumni Affairs and Development
130 E. Seneca Street, Suite 400
Ithaca, NY 14850

Dear Division of Alumni Affairs and Development:

Please accept this letter and resumé as application for the Director of Student and Young Alumni Engagement position at Cornell University. I am excited to offer myself to your institution as I know my background and skillset would be of great service to you.

My experience includes work in my undergraduate as the Student Body President. During that time I worked closely with members of different departments across campus to reach common goals. I also worked with alumni relations, met with alumni, and chaired on campus events for returning alumni. I am passionate about the value that alumni can bring to a campus atmosphere. It is important that current students and alumni can find a crossroads and exchange experiences. Current students must also graduate into the alumni pool knowing that the institution still cares about them as much as it ever did.

My other experience in higher education comes from the admissions world. As you know, alumni engagement and admissions often work closely together. I had opportunities to meet with and strategize with the alumni leaders of my institution and we often discussed the importance that alumni relations plays in the future of the college. Alumni are the best recruiters a college has, they spread the good news of an institution, and may have the strongest impact on prospective students. Young alumni in particular, have special influence over the younger prospective students they come into contact with.

Working in higher education is powerful, because it gives you the opportunity to open doors for people that otherwise may have never been opened. This work is important to me because my family has placed a high value on education and are active members in their alma mater alumni associations. The interest in life-long learning is often sparked at a tender age from a freshman classroom or cohort. Students build special relationships with their undergraduate institutions that is carried into alumnihood and the rest of their lives, and those who get to work in this field should be honored. I will forever hold dear my alma mater, Fort Lewis College.

I believe in leading by example, and acting in integrity. As an ex college athlete, I believe that it is always a team effort. As a leader, I am compelled to help people find their inner confidence and strength. I value adventure, discipline, celebration, relationships and truth telling. I have more to say than I can squeeze into a cover letter. But I am interested in this position because I know I have a lot to offer your students and your institution.

Thank you for your consideration. I look forward to an opportunity to talk in person about how my skills relate.

Sincerely,

A handwritten signature in black ink that reads "Lindley Gallegos". The signature is written in a cursive, flowing style.

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