

Dear Student Life Office,

I am writing to express my interest in the Student Activities Manager position at Bakersfield College. As a dedicated and service minded student leader with strong experience in organizational management, budgeting, and event planning, I believe that I am well suited to contribute positively to campus life and student engagement.

While serving as the Newspaper Club's Treasurer, I managed club finances, prepared budgets, and arranged fundraisers to fund our publishing activities. Being the Treasurer helped me become more financially savvy, understand the significance of transparency, and improve my skills in collaborative work.

In addition, serving as a Chapter Officer for the National FFA Organization has helped develop my leadership skills, taught me the importance of initiative, and provided me with plenty of experience planning and executing student-planned events. I worked with a team to organize community service events, leadership workshops, and chapter meetings—always striving to create an inclusive, productive, and energetic environment.

I am passionate about student involvement and the great impact that it can have on college life. I am very team-oriented, highly organized, and have a strong work ethic and stable personality that I bring to every task that I take on. I am excited to work with Bakersfield College in fulfilling its purpose of facilitating student success through dynamic programming and leadership opportunities.

Thank you for considering my application. I would be honored to explain in further detail how my experience, skills, and passion for student engagement can benefit the Student Life Office. I look forward to the opportunity to serve Bakersfield College as Student Activities Manager.