



ABBY ROESKE



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Iowa Falls, IA

February 24, 2024

Dr. Elizabeth Pitts
Director of Career & Calling
Compass Center for Career & Calling
101 7th St. SW
Orange City, IA 51041

Dear Dr. Pitts:

Based on my skill set and previous work experience, I would succeed in the Franken Fellow: Peer Career Mentor position. After working as a student employee in the Compass Center for approximately six months, I have come to know and love the encouraging work environment and compassionate staff, and I have familiarized myself with the duties of a Franken Fellow. The current Compass Center employees support Northwestern students well, and I would love to offer the same helpfulness to my peers. Through a variety of past experiences and coursework, I know I possess the skills you are seeking in this position.

My prior coursework has prepared me to write effectively and to help others do the same. I have experience from multiple college composition classes with peer review, and I enjoy improving the work of others in a caring way. These courses have included units detailing how to construct a resume and cover letter. This experience allowed me to gain familiarity with the documents that are vital to being a Franken Fellow.

In the summer, I am a manager at the pool in Iowa Falls. Working up to this position required me to learn many job responsibilities quickly while being flexible. Being a manager has allowed me to improve my communication and leadership skills, as I hire and train each employee. Friendliness and a welcoming attitude are additional qualities I have improved as a pool manager. This is demonstrated by kindly assisting patrons at the front desk and teaching my employees to greet them in the same way. As a Franken Fellow, I would bring my welcoming and friendly attitude into each meeting with students, while being flexible and understanding of their needs.

As a current Compass Center employee, I possess beneficial insight into how the department is run. I have developed proficiency in Handshake and witnessed the day-to-day job responsibilities of a Franken Fellow. In addition to valuable interpersonal and writing skills, I also have experience with event planning. As a member of the Business Club Board, I work with others to plan networking and social events. This requires me to listen well to the ideas of others, and I enjoy the collaboration involved. I have a similar experience with fundraising and event planning from when I was Miss Iowa Falls and the Class Treasurer in high school.

I look forward to meeting with you in an interview to discuss my application further. I have also attached my resume with my other qualifications and experiences for your reference. I greatly appreciate your consideration for the Franken Fellow: Peer Career Mentor position.

Sincerely,

Abby Roeske