




Elena Lee

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 Sioux Falls, SD

June 21, 2024

Matt Matcuk
Director, Exhibitions Development
Field Museum
1400 S. Dusable Lake Shore Drive
Chicago, IL 60605

Dear Matt Matcuk,

As someone who is passionate about the intersection of history and creativity, I was drawn to the Exhibitions Project Manager position at the Field Museum. I was fortunate enough to intern with your institution during the summer of 2023 in the Exhibitions department under Marie Georg, and I appreciate the museum's commitment to preserving and presenting the past in new and interesting ways. I always keep an eye out for any open positions in the hope that I can continue to work with and learn from the Field Museum.

The position of Exhibitions Project Manager requires someone who is detail-oriented, passionate about working with people, and knowledgeable about different cultures and time periods. These are all areas that I value in my personal and professional life and have developed throughout my job and volunteer experiences. After my internship with the Field Museum concluded, I continued to seek out opportunities to further my skills in public history and exhibitions. In 2023, I started working at the Dewitt Learning Commons as an Archives Assistant, where I cataloged and organized collections from donors and community members. Using donation artifacts, I put together exhibits by researching local history and global trends during the specific time period. This gave me a sense of the timeline and work needed in order to put together a quality exhibit that honors the past and intrigues the community, which is a necessity for someone who works in the Exhibitions department of the Field Museum, since the Field is invested in local community and history.

In addition to content-specific knowledge, I also developed communication skills through volunteer and leadership opportunities. In 2024, I organized a TEDx event on my college campus, which required over a year's worth of community outreach and communication, budget planning, and leading a team. My team of six connected with local speakers, brainstormed event themes, and created layouts and designs that used a combination of artistic and logical skills. Leading this event allowed me to build my exposure to and comfort in the production and design process, which is not something that is usually offered in the history field but would help me connect with Exhibition team members and allow me to be a part of every step of the process.

The Field Museum does vital and groundbreaking work in the world of natural history that does justice to the past while making it accessible and interesting to the present. Recent exhibits such as the Native Truths and Legacy Hula Hall exemplify the Field's commitment to telling stories that are truthful, accurate, and honoring of the human experience. I would be honored to use what I have learned and my passions in order to continue that work. Thank you for your time and consideration. I look forward to meeting in person and learning how I can be of service to you and your organization.

Sincerely,

Elena Lee