November 17, 2018

To Whom it May Concern,

I am delighted to apply for the Graduate Student Case Manager position as I am a staunch advocate in supporting graduate students to thrive and heal as they move toward their career and life goals.

With over seven years working therapeutically with individuals, helping them to gain traction in their lives toward empowerment and wellbeing, I am adept at assessing needs, being a warm listening ear and providing therapeutic guidance, and connecting access to appropriate resources. I also have extensive experience working with individuals who are living with the symptoms of trauma or whose resources limit their resilience to stress. I am especially passionate about working with the graduate student population having been a graduate student myself and gained awareness of the particular challenges associated with an often times challenging life stage.

I thrive in positions that require thoughtful decision making and that value authentic and productive relationships. I am organized, outgoing, and humanistic in my approach to all my work.

Highlights of what I would offer as your Graduate Student Case Manager include:

• Direct experience in working with people, facilitating individual and group therapy experiences with creativity, integrity, and tremendous warmth
• An integrated awareness of the institutional psychology - effectiveness in leading, collaboration, mentorship, the process of arriving at ethical choices, and conflict resolution
• A willingness and agility for learning and growth, inviting an environment of feedback and agency
• Ease in navigating complexity within systems in regards to technology, people, and processes
• Extensive experience and adeptness in assessing and working with crisis, suicidality, and harm reduction
• Significant personal and professional experience and engagement with issues surrounding inclusion, difference, and power dynamics
• Organized, direct, and proactive communication

Please see my résumé for a full description of my experience, education, and skills. I very much look forward to hearing from you.

Thank you for your time and consideration.

Sincerely,
Heather Kuhn