

To whom it may concern,

I am applying for the position of COVID-19 CHW Membership & Communication Coordinator. I found the position on Utah Nonprofits Association.

I believe deeply in the work the UPHA performs for our communities, and would be honored to play a part in it. I have extensive experience working with databases, particularly in Microsoft Office, managing volunteers and maintaining community relations, and working in diverse communities. My past experiences have included working as a middle school tutor at a school in rural Ohio, serving as an Inclusion Aide for students with disabilities, coordinating volunteers and stakeholders on several political campaigns.

My educational background is in health and disability, and I believe such an asset would help me perform well in this kind of environment. I spent a significant amount of time as an urban organizer around Youth Participatory Action in Cincinnati and in programming curricula for college students with disabilities.

In my professional career, I have managed social media pages for large organizations and saw our established pages at my recent job grow by over 200%. I'm an experienced project manager and believe no task is too small for any member of the team.

I look forward to learning more about this opportunity.

Best,

Wil Hughes