

Work Experience - example of a good letter of application

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South West England RSPB Regional Office
Keble House
Southernhay Gardens
Exeter
Devon, EX1 1NT

Dear Sir or Madam,

Re: Work Experience Programme - Monday 18 July - Friday 22 July 2022

I am a student in Year 10 at West Exe School. As part of our curriculum we are expected to complete a week's Work Experience. I am writing to see if it would be possible for me to spend a week with your organisation.

The reason that I would like to have this opportunity is that I would like to steer my career towards conservation and working with the environment to preserve it for future generations. I feel that protecting the environment has never been more important, with the threat of climate change, expanding cities, and the decrease habitats for our wildlife. We as a human race are to blame for the mess and destruction, and I believe that we should do everything in our power to support the wildlife and repair the damage.

I am a junior member of the RSPB and receive the *Birdlife* and *Wingbeat* magazines. I have raised money for your Albatross, Rainham Marshes and Sumatran appeals, and I have been lucky enough to have a letter published in a *Wingbeat* edition.

I have been advised by Derek Niemann, the editor of *Birdlife* to spend the weeks with your South West Headquarters if at all possible. Birds are a big part of my life, and their population reflects the health of our planet. I enjoy spending a morning at Bowling Green Marshes, watching the widgeons and waders. For me, it is a really good place to observe the change in behaviour throughout the seasons. I also enjoy writing, be it reports, stories or research. The RSPB motto is: "*For birds, for people, for ever*". We can make a difference, and I would love to be part of it.

If you are able to accommodate me, I would be grateful if you would kindly inform me by email confirming a contact name, telephone number and email address. Please would you also copy-in West Exe School via email at workexperience@westexe.devon.sch.uk

I look forward to hearing from you.

Yours faithfully

David Smith