

[Your Full Name]
[Phone Number]
[Email Address]
[LinkedIn Profile/Portfolio Link]

[Date]

[Hiring Manager Name]
[Department Name]
[Institution/Organization Name]
[Address]

Dear [Hiring Manager Name/Search Committee],

I am writing to express my strong interest in the Senior Academic Course Developer position at [Institution Name]. With a background in [Specific Field] and [Number] years of experience in instructional design and curriculum development, I am confident in my ability to enhance your academic offerings and lead high-impact pedagogical initiatives.

Throughout my career, I have specialized in creating scalable, student-centered learning experiences across [Online/Hybrid/In-person] modalities. At [Current/Previous Organization], I successfully led the development of [Mention a specific project or number of courses], resulting in [Mention a metric such as improved retention, student satisfaction, or faculty adoption]. I am particularly adept at aligning complex learning objectives with rigorous assessment strategies while ensuring compliance with [Accreditation Standards/Quality Matters].

My technical proficiency includes extensive work with [List LMS platforms like Canvas/Moodle/Blackboard] and authoring tools such as [List tools like Articulate Storyline/Captivate]. Beyond technical skills, I pride myself on my ability to collaborate with Subject Matter Experts (SMEs) to translate expert knowledge into engaging, accessible, and inclusive educational content.

I am drawn to [Institution Name] because of your commitment to [Mention a specific value or initiative of the school]. I am eager to bring my expertise in pedagogical innovation and project management to your team to help drive the future of your academic programs.

Thank you for your time and consideration. I look forward to the possibility of discussing how my experience aligns with the needs of [Department Name].

Sincerely,

[Your Signature]
[Your Printed Name]