

[Your Full Name]

[Your Address]

[Your Phone Number]

[Your Email Address]

[LinkedIn Profile / Portfolio Link]

[Date]

[Hiring Manager Name]

[Organization Name]

[Organization Address]

Dear [Hiring Manager Name/Title],

I am writing to express my enthusiastic interest in the **[Internship Title]** position at **[Organization Name]**. As a current **[Student Status/Major]** with a deep commitment to social justice and youth empowerment, I have long admired your organization's work in **[Specific Program or Mission Area]**.

My dedication to youth advocacy is rooted in **[Briefly mention motivation: academic study, personal experience, or previous volunteer work]**. During my time at **[School or Previous Organization]**, I developed strong skills in **[Skill 1, e.g., community outreach]** and **[Skill 2, e.g., public speaking/policy research]**. Specifically, when I **[Describe a specific achievement or project]**, I learned the importance of elevating young voices in decision-making processes.

I am particularly drawn to this internship because of **[Specific reason why this organization stands out to you]**. I am eager to contribute my background in **[Relevant Skill/Topic]** to support your upcoming **[Specific project or goal mentioned in the job description]**. I am a proactive communicator and a collaborative team member ready to support your mission of fostering positive change for the youth community.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my passion and skills can support the **[Organization Name]** team.

Sincerely,

[Your Signature (if sending by mail)]

[Your Printed Name]