

[Your Full Name]

[Address, City, State, Zip Code]

[Phone Number] | [Email Address]

[LinkedIn Profile Link]

[Date]

[Hiring Manager Name]

[Title]

[Organization/Clinic Name]

[Address, City, State, Zip Code]

Dear [Hiring Manager Name/Search Committee],

I am writing to express my strong interest in the Early Intervention Occupational Therapy Assistant position at [Organization Name]. As a Certified Occupational Therapy Assistant (COTA) with a dedicated focus on pediatric development and family-centered care, I am eager to contribute to your multidisciplinary team in supporting infants and toddlers with developmental delays.

During my previous experience at [Previous Employer or Clinical Placement], I developed proficiency in implementing individualized treatment plans tailored to the unique needs of children aged 0-3. My background includes [Specific Skill, e.g., sensory integration techniques, fine motor play-based therapy, or adaptive equipment training]. I am particularly passionate about the early intervention model because it allows for direct collaboration with caregivers in natural environments to maximize a child's functional independence.

My approach to therapy is rooted in patience, creativity, and evidence-based practice. I have a proven track record of maintaining detailed documentation and collaborating effectively with Occupational Therapists, Speech-Language Pathologists, and families to ensure holistic care. I am confident that my ability to engage young children through play while addressing specific therapeutic goals will make me a valuable asset to [Organization Name].

I welcome the opportunity to discuss how my clinical skills and commitment to early childhood development align with the mission of your team. Thank you for your time and consideration.

Sincerely,

[Signature (if sending by mail)]

[Your Printed Name]