

Jordan Lee

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November 28, 20XX

Alison Jacques
Intern Supervisor
Waymakers – Victim Assistance Program
440 Exchange, Suite 250
Irvine, CA 92602

Dear Ms. Jacques:

I am writing to express my strong interest in the Victim Services Internship for the Spring 20XX quarter. I am currently a third-year Criminology, Law & Society major at the University of California, Irvine. I first learned about Waymakers when researching field study positions, and I was immediately drawn to your mission of guiding individuals through the healing process and the justice system. I am eager to contribute my time and organizational skills to support your advocates and the community members you serve.

As a student, I have focused my studies on understanding the impact of crime on communities, but I am looking for the opportunity to see how the legal system works in practice. In my *Psychology and the Law* course, we discussed the stress that court proceedings can place on victims and witnesses. This coursework gave me a strong understanding of why the support Waymakers provides is so critical. Outside of school, I have worked as a barista at Starbucks for the past year. While this role is different from victim advocacy, it has taught me how to remain calm in a fast-paced environment and how to interact with the public with patience and kindness. I believe this reliability and my ability to handle stressful situations would allow me to be a helpful and steady presence in your office and the court.

I am very excited about the possibility of interning with Waymakers to learn more about the day-to-day operations of the court system and victim advocacy. I am confident that my academic background and dedication to helping others would make me a positive addition to your team. I have attached my resume for your review and would appreciate the opportunity to discuss this role with you further. Thank you for your time and consideration.

Sincerely,

Jordan Lee