

Casey Miller

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January 1, 20XX

Richard Nguyen
Volunteer Services Coordinator
Habitat for Humanity of Orange County
2200 Ritchey St
Santa Ana, CA, 92705

Dear Mr. Nguyen,

I am writing to express my enthusiastic interest in the Housing Development Internship as a field study student for the Spring 20XX quarter. I am currently a third-year Urban Studies major at the University of California, Irvine. I am deeply inspired by your mission to not just build structures, but to build community and hope. Having extensively researched Habitat for Humanity's work in Orange County, I am particularly excited about the opportunity to support your team by researching potential building sites and learning more about the California legislation that impacts affordable homeownership.

As an Urban Studies student, I have spent the last two years studying the theoretical side of how cities grow, but I am eager to apply that knowledge to real-world scenarios. In my recent Housing and Urban Development Policy course, I completed a group project where we analyzed zoning codes and demographic data in Santa Ana to understand neighborhood needs. This experience gave me a foundational understanding of how to read zoning maps and evaluate neighborhood data, which directly relates to the research responsibilities mentioned in your job description. Additionally, through my part-time work within the Operations Crew at the UCI Student Center, I have developed strong organizational skills and the ability to communicate effectively with diverse groups of people. I am eager to bring this reliability and my research skills to help Habitat OC evaluate sites for new homes.

I am confident that my academic background in urban issues, combined with my strong desire to learn about non-profit operations, makes me a good fit for this internship. I am very interested in the opportunity to interview with you to discuss how I can contribute to Habitat for Humanity's advocacy and development efforts. I have attached my resume for your consideration. Thank you for your time and for the work that you do to help our community.

Sincerely,

Casey Miller