

Your Name
Current Position and Institution
you@example.com
September 12, 2026

Faculty Search Committee
Department
University

Dear Members of the Faculty Search Committee,

I am applying for the position of **Assistant / Associate Professor in Field**. My research program investigates **one-sentence research theme**, combining **methods or approaches**.

My work has produced **major contributions or themes**. At your institution, I would develop a research program centered on **future direction**, with opportunities for collaboration in **relevant local strength**.

Teaching and mentoring are integral to my academic work. I am prepared to contribute to courses in **subjects** and to mentor students through research-based learning.

The department's strengths in **specific area** make this position especially attractive. I would be excited to contribute to its research, teaching, and service missions.

Thank you for your consideration.

Sincerely,

Your Name