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1446 Emerson Street Denver, Colorado 80218 March 30, 1981

Susan R. Smith Chairperson Department of Communication University of Delaware Newark, Delaware 19711

Dear Dr. Smith:

I would like to be considered for the position open in your department to teach courses in rhetorical theory and organizational communication.

If your department is typical of today's communication program, you are seeking a faculty member who has demonstrated expertise in the areas of rhetorical theory and organizational communication and who can attract students to the department at the beginning of a decade in which college enrollment is expected to drop twenty percent. The enclosed resume shows my abilities and qualifications in these areas. You may be particularly interested in the following:

· I have taught organizational communication for the past three years at the University of Denver. I have found that I am able to create enthusiasm for the subject and to motivate students to learn and apply the concepts being taught. The teaching evaluation committee at the University gave me an "excellent" rating as an instructor.

* My education in communication has focused on the area of rhetorical theory and criticism, and my research interests lie in this area. One of my primary goals in all of my courses is to teach students to approach experiences from a rhetorical perspective.

I have had the opportunity to study and teach principles of communication outside of the university classroom. I have provided communication training to employees in various local businesses such as the Johnson Steel Company and the Colorado Power Company. As a result, I am able to combine theory with practice in the classroom.

I would be willing to discuss further, at your convenience, how my abilities and experience can best serve the needs of your department. I will be at the Western Speech Communication Association convention in February and would be able to meet with you there.

Sincerely,

Taryn S. Robertson

Taryn S. Robertson

Stand order