

36 Westmoreland Drive
Newcastle upon Tyne
NE1 8LT

Mr Mark Wilson
UK Health Trust
18 Whitehall Square
London
SW1 9LT

11th January 2015

Dear Mr Wilson

Re: Community Health Development Officer [HD/12/2014]

I am writing to apply for the above post, as advertised on the Health UK recruitment site. I am a sociology graduate with a 2:1 from Newcastle University. I have relevant health awareness experience, and I am looking for a position where I can employ my knowledge and skills in support of health and community development. I enclose my CV for your attention.

I am eager to work for UK Health Trust because of your ground-breaking work within the field of community health. I became aware of the work of the Trust when carrying out my dissertation, 'Generational Change in Local Health Awareness, where I researched health awareness of children and elderly people in a deprived location. I referred to a number of publications produced by UK Health Trust and was impressed by the innovative techniques your organisation uses to engage local community members in projects. The Community Health Development Officer position would further develop my existing abilities and my understanding of community development, allowing me to contribute in a practical way to enhancing the health of disadvantaged people.

The volunteer development aspect of the position particularly appeals to me. I have worked in the voluntary sector, providing services tackling health inequalities and promoting healthy living in Newcastle. I promoted health awareness through one to one sessions and in large groups and developed interpersonal skills, confidence and patience when engaging and motivating participants. While raising the group's profile using social media, the local press and at presentations to youth clubs, faith meetings and care homes I recognised the need to change my delivery style to suit the audience. As a volunteer teacher in Ghana, I developed communication and team-building skills essential to your advertised role; liaising with colleagues and parents and a lively group of twenty-five 7-8 year olds to arrange a community event. My retail experience, coupled with my extracurricular activities additionally enhanced my ability to develop others, as I was responsible for inducting and training my peers.

In relation to the fundraising and budgeting aspect of the role, I have experience of raising substantial amounts of money through several successful charity events, including a well-attended fashion show. I was also elected Treasurer of NU Sociology Society with responsibility for managing a budget of £3000.

The necessity to travel to identify community issues only adds to the appeal of the position. I enjoy driving, hold a full clean driving licence and I am very interested in relocating to London to work for UK Health Trust.

Thank you for considering my application. I look forward to hearing from you.

Yours sincerely

Rachel Sullivan