

# Hey gal, this is your ENID Cover Letter tricks

## 1. EXPERIENCE

What experience can I draw upon to demonstrate my skills?

When I was in Year 12 I coached a boys hockey team

## 2. SKILLS

What skills / traits does this experience demonstrate?

Organisation

Time Management

Leadership

Teamwork

## 3. SELL MYSELF

How do I link my experience to my skills / traits?

○ **Emphasise the value of your experiences**

*"I thoroughly enjoyed working with a team of players when I coached the U/18 Boys Club hockey team. Coaching a team of hard working players exposed me to the importance of having well structured training sessions through which I've developed my organisational abilities."*

○ **Demonstrate your traits**

*Instead of saying "I have leadership and teamwork qualities", consider saying "As demonstrated by my coaching role, I'm an outgoing individual who can be consistently relied upon to take a leadership role in a collaborative situation."*

○ **Express gratitude**

*Instead of writing "I was awarded Coach of the Year", consider saying, "I'm indebted to my co-coach and team members who helped me be awarded the Clubs Coach of the Year."*

