

Cover Letter before editing

May 5th, 2018

Associate Director of Fan Engagement

Baylor University

Dear Search Committee Director,

This letter is intended to express my interest in the Associate Director of Fan Engagement position at Baylor University. I believe that my previous experience in Athletics and future goals make me a very qualified candidate for this position and that Baylor University is a great fit for me.

My current career track and future goals are concentrated in Collegiate Athletics. I have been employed at Cal State San Marcos since July of 2013. I have worked two different positions in my time there, most recently as the Assistant Director of Athletics, Clarke Field House. In that position, I have learned the nuances of an NCAA Athletics program while continuing to develop in my role as a facility, staff, and program supervisor.

I have a variety of experience as an Assistant Director of Athletics that are relevant to this position. While overseeing various Athletics facilities, programs, and student staff, I was also involved with CSUSM Athletics Game Day and event operations. Each performance was striving for the best quality game product both on the field for the players and coaches as well as the fans.

I have proven myself adaptable in my five years at CSUSM, working for both Campus Recreation and Athletics in similar roles with facility/events, fields, and student supervision. Prior to accepting a job in 2013, I worked in my home state for Division I South Dakota State University, being exposed to the highest level of NCAA Athletics competition that I am eager to be a part of again. My transition from South Dakota State to Cal State San Marcos was a great learning opportunity for me and I am hoping to make that same leap for my family and career with your Athletics Department.

I believe my leadership and prior experience in the Athletics and Recreation field qualifies me as an excellent candidate for the Associate Director of Fan Engagement position. I hope to receive the opportunity to schedule a meeting to discuss my prior experiences and future goals in more detail.

Thank you for your consideration,

Sincerely,

Jordan Friske

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May 5, 2018

Search Committee Director
Baylor University Department of Athletics
Waco, TX

Dear Search Committee Director,

I understand you are looking for an Associate Director of Fan Engagement at Baylor University. My previous experience in athletics and my future goals would provide Baylor University with a qualified candidate who will be able to take on this position at a high level.

My current career track and future goals are concentrated in collegiate athletics. I have worked at Cal State San Marcos since July of 2013, starting out as the Fitness and Operations Supervisor. I was most recently promoted to Assistant Director of Athletics, Clarke Field House, where I have learned the nuances of an NCAA Athletics program and continue to develop in my role as a facility, staff, and program supervisor.

Adding to my experience, I was involved with CSUSM athletics game day and event operations. During each performance, we strove for the best quality game product both on the field for the players and coaches, as well as for the fans. My adaptability has helped me excel in my five years at CSUSM, working for both Campus Recreation and Athletics in similar roles with facility/events, fields, and student supervision.

Prior to accepting the job at CSUSM in 2013, I worked in my home state for Division I South Dakota State University where I was exposed to the highest level of NCAA Athletics competition. I am eager to be a part of that level of athletics again. My learning experiences during my transition from South Dakota State to CSUSM give me confidence that I can easily make the same leap for my family and career with your athletics department.

My leadership and prior experience in the Athletics and Recreation field make me as an excellent candidate for the Associate Director of Fan Engagement role. I look forward to meeting with you to discuss what I can bring to Baylor in more detail.

Sincerely,

Jordan Friske