June 4, 2019

Marie Royce  
Assistant Secretary, Bureau of Educational and Cultural Affairs  
US Department of State  
2201 C St. NW  
Washington, DC 20520

Dear Ms. Royce:

It is my pleasure to apply for the Summer 2019 Internship with the Bureau of Educational and Cultural Affairs (ECA). I learned of this opportunity from a previous State Department intern who highly recommended the experience. Growing up in a multicultural family, I have always understood how society thrives when people from different backgrounds can relate to each other. The ECA’s mission of creating and sustaining mutual understanding with other countries encapsulates why I focus on International Affairs. I would be grateful to learn more about US foreign policy from your office.

Given my interest in the Middle East and North Africa, I chose to study Arabic and am intermediated fluently in speaking, reading, and writing. I also have near-native fluency in Spanish. Besides my language classes, I have excelled in courses on topics like Middle East politics, Islamic history, and policy formation. I was awarded the Comparative Cultural Studies Student of the Year Award for the 2018-19 academic year, and I have begun the process to study abroad in Morocco next year. Studying foreign languages and cultures has also enhanced my written and oral communication skills and interpersonal skills.

I am also passionate about serving others. For three years and counting, I have seasonally volunteered at the Lower Plateau Shelter in Cortez, CO, making sure the 20-30 members of the local homeless community get food and shelter. I was also a Literacy Ally with the La Plata County Library for two years, where I enjoyed teaching basic literacy skills to preschoolers. I understand that humanitarian aid is important regardless of the location and can improve diplomacy among nations.

I appreciate you taking the time to read my application. Please contact me via phone or e-mail if you have questions. I hope to elaborate more on my skills and why this internship is an ideal fit. Thank you for your consideration.

Sincerely,

Samantha Diaz