**Charity Cover Letter Example**

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Save the Children  
1 St. John’s Lane  
London  
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Re: Fundraiser, Save the Children

Dear ***[name or hiring manager],***

I am writing to be considered for the position of ***[Fundraiser]*** as advertised on CharityJob. Please find enclosed my CV for your consideration.

***[Save the Children]*** has been a charity I have always been aware of and held in high regard…  
*(In this paragraph, look at the charities mission and vision statements and articulate how they resonate with your own beliefs and outlook on the world. State clearly your passion for their cause and briefly mention anything your have done previously which backs up your desire to work towards their goals which isn’t already covered in your CV.* *Also take this time to show you really know the charity and understand where they are heading – mention a recent campaign you have seen them run, an award, a particular accomplishment or milestone they’ve hit, show you’ve done your research and know your stuff!)*

I am especially interested in the position for a number of reasons.   
Firstly, *(now it’s time to zoom in on your particular experience and why you’re interested in the role).*  
Secondly, *(mention a second reason about your suitability and qualification for the role the to strengthen your reasoning).*   
Finally, *(try to show a cultural fit between you and the charity)*.

*In your final paragraph, reiterate in a short and punchy paragraph exactly what it is that makes you great you’re the role! (think your USP).*

I look forwards to hearing from you soon.

Yours faithfully,

Olivia Jones