**Morgan Karnes**

(540)-784-3272 | [mkarnes97@outlook.com](mailto:mkarnes97@outlook.com)

https://blogs.longwood.edu/karnesmorganbiol/

July 31, 2018

Debbie Truax

Appomattox Court House NHP

111 National Park Drive

P. O. Box 218

Appomattox, VA

Dear Ms. Debbie Truax:

For as long as I can remember, the outdoors has always been a huge part of my life. I have found a love for all plants, animals, and people that make up the great outdoors. Through my studies at Longwood University I have become passionate about conserving and preserving our nation’s history and wildlife for this reason. When I discovered the park guide job opportunity with the Appomattox Court House National Historical Park through USAjobs, I knew it was the job for me.

As a senior majoring in biology at Longwood University, I have gained the analytical, teamwork, and leadership skills needed to be a successful employee. Through my research in my Biology courses, I learned how to effectively analyze data and have become proficient in Microsoft Word, Excel, and PowerPoint. Also, I have learned to quickly detect and solve problems, and work well with others.

Currently, I am the Student Staff Supervisor in the Dining Hall and work to efficiently manage my staff of up to 20 employees per shift. It is my job to delegate and train student employees to complete the needed tasks in a safe and timely fashion to keep our customers happy during peak hours in the Dining Hall. I also, work closely with the other Student Staff Supervisors and Dining Hall management to resolve problems and stay up to date on any policy or staffing changes.

This Fall I will be performing a park guide internship at Bear Creek Lake State Park located in Cumberland County, Virginia, which will help me to:

•Understand the basic principles of interpretive methodology as it pertains to parks, public lands and historic resources

•Achieve a general knowledge of the ecology of the park and surrounding area

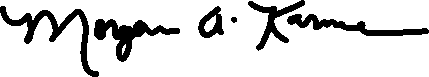
•Develop the skills required to meet the needs of park visitors who come from a wide variety of cultural, socio-economic, and education backgrounds

•Assist park staff in preparing and presenting a consistent schedule of interpretive programs and recreational activities

•Gain a working knowledge of Virginia State Parks and the Department of Conservation and Recreation management protocols

I am eager for the chance to contribute to your organization and am excited to learn new skills to assist me in moving forward in this field. My résumé expands on my coursework and relevant skills. Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,



Morgan Karnes