July 20, 2017

Heather Ropiak  
Summer Camp Director  
Bright Horizons  
S. C. Johnson Summer Camp

Dear Heather,

As I informed you during the June training, I will be resigning from the 2016 summer camp session as of July 29, 2016. I will be starting full time training for my teaching position at Renaissance School. Considering the schedule for the training, I am expecting that it will be possible for me to work two days of the week from 4:30 pm until 6 pm if this would help assist the Summer Camp team. If I am available to work more often, I will certainly keep you informed.

I would like to thank you for all of the support that you have personally given to me over my years in Summer Camp. I have truly learned many valuable insights about working with children that will be important as I begin my career as an educator. You have taught me to be a responsible and positive leader for the children in my care. During summer camp I have grown in my abilities to interact with children and use classroom management skills to create a positive and safe environment for my campers. These skills will be incredibly important for me as a teacher, and I sincerely thank you and all of the Summer Camp staff for guiding me in these areas.

I will be missing my campers and my co-workers as the summer concludes. I would value the opportunity to return to Summer Camp in the future.

Thank You,

Emily Jacobson  
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