

## Example of Prospecting Email to Employer

Dear Ms. Wildcat (or Dear Hiring Manager),

My name is Jane Doe and I am a junior at Northwestern University studying communications, and integrated marketing. I recently came across your company when researching marketing firms in New York, and I was impressed by \_\_\_\_\_ or excited to see \_\_\_\_\_. I am looking for a summer internship/opportunity and was wondering if you have any positions? I would love to bring my marketing experience and/or (name a few other qualities here) to XYZ company. Additionally, my main goal is to gain experience, so I am more than willing to contribute as an unpaid intern if that were feasible (*optional last sentence*).

I would be happy to provide you with my resume if you'd like (OR attached is my resume for your reference). I am aware that this is an especially difficult time, and I fully understand if you don't have any opportunities right now (*for Covid-19 times specifically*).

Thank you so much for the consideration, and I hope to hear from you soon.

Best,

Jane Doe