**RECOMMENDATION LETTER FOR A TEACHING JOB**

September 19, 20XX

Dear Mr. Long,

I am honored to recommend Mr. David Lawson for the position of music teacher at Beaverton High School. As principal of Douglas Elementary, I’ve seen David’s contributions to this school first-hand and it will be a difficult task trying to find a replacement for such a dedicated teacher.

Our school has recently suffered from budget cuts and some of the programs will have to be reduced or completely eliminated from the curriculum. We have an extensive music program, of which David contributes to greatly, but unfortunately, this is one of the areas that must be condensed. The head of the music program will be teaching all the classes now, which means Mr. Lawson is left to seek other employment. This is in no way a reflection of his skills as an instructor, it’s simply an unfortunate circumstance that has caused us to lose a most talented teacher.

David started teaching at Douglas Elementary back in 20XX. The music classes we offer started off as quite general, but David dedicated time and energy to expanding the program to include more options for students with a higher interest in pursuing music as a career. He introduced new classes to the curriculum and spent countless hours working with smaller groups of students, even going as far as providing one-on-one lessons after school. David’s expertise in music along with his organizational prowess will for sure be an asset to whatever school is lucky enough to have him.

It’s no secret that David is one of the children’s favorite teachers. I step into his classroom from time to time as I make my rounds about the school and am delighted to see how enthralled the children are in Mr. Lawson’s classes. His style of teaching is very animated and captivating. The children always seem anxious to get through their other classes so they can play music with Mr. Lawson. He quickly develops a rapport with his students but also takes time to listen to the concerns or comments brought forth by their parents. I have had parents come to me on more than one occasion praising David for the positive impact he had on their child’s education.

David has unlimited patience and his devotion to music does not go unnoticed. His energy will be dearly missed at Douglas Elementary, but we’re confident his experience will be appreciated if he is accepted into your faculty. I would be happy to provide more detail concerning Mr. Lawson’s application should it be necessary.

Warm regards,

Lynda Ostrowicz

Principal of Douglas Elementary

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