



UNC  
COLLEGE OF  
ARTS & SCIENCES

THE UNIVERSITY  
of NORTH CAROLINA  
at CHAPEL HILL

DEPARTMENT OF CLASSICS

212 MURPHEY HALL  
CAMPUS BOX 3145  
CHAPEL HILL, NC 27599-3145

T 919.962.7191  
F 919.962.4036  
[www.classics.unc.edu](http://www.classics.unc.edu)

DATE

Dear Selection Committee:

I am writing to support the application of FULL NAME (“NICKNAME”) for the XYZ position in your department. I have known NICKNAME since she took my graduate course on *NAME OF COURSE* in Fall 2020 at the University of North Carolina at Chapel Hill (UNC). In the year after that, she served as my TA for the course *NAME OF COURSE*. I currently serve on NICKNAME’S dissertation committee as ROLE (DIRECTOR? MEMBER?). In this role, I have been able to get to know her as a scholar, instructor, and colleague through sustained contact and conversations, and I have been impressed with her character, work ethic, intellectual interests, and department citizenship.

NICKNAME came to UNC with a BA from INSTITUTION and MA from INSTITUTION, where she gained excellent preparation in X, Y, and Z. Since coming to UNC, she has focused on perfecting her skills as a scholar through coursework in X (LANGUAGES? HISTORY? PHILOSOPHY? ARCHAEOLOGY?), which have helped her develop the analytic and methodological tools she needs to pursue her topic of XYZ. Her dissertation focuses on X. (GIVE TOPIC DETAILS IN BRIEF). She has a fierce intellect, insatiable curiosity, acute critical skills, and a strong work ethic.

In addition to her topnotch scholarship, NICKNAME is an accomplished instructor who has devoted time during her studies to develop her skills as an instructor. In addition to attending our department’s pedagogy seminar, NICKNAME successfully applied to attend university-sponsored programs in pedagogy, including XYZ, where she learned techniques for instruction students from different backgrounds in XYZ formats (DIGITAL, IN-PERSON, HYBRID).

As an instructor, NICKNAME is able to translate her enthusiasm for the ancient world to students at all levels. (OPTIONAL SECTION: She identifies herself as X, which has translated into her being able to attract and serve the needs of students who similarly identify. She has done this by incorporating XYZ into the classroom and in her approaches to tackling the ancient materials). When I observed her teaching about TOPIC in *NAME OF COURSE*, she used several innovative pedagogical techniques such as XYZ. The students were highly engaged in the material and did not want to leave at the end of the class period but continued the discussion in the hallway.

In addition to her superb scholarship and teaching, NICKNAME has also proven to be a great colleague and citizen of our department. She served as ROLE (GRAD LIAISON? OTHER DEPT JOB? GRAD REP ON COMMITTEE?) and is an excellent communicator with both peers and professors. She worked on XYZ project for the department and volunteered to do XYZ (TUTORING? VOLUNTEERING?) on top of her coursework and regular grad student responsibilities. She is a good listener and contributes her perspective on issues in a respectful, collaborative way. (INSERT EXAMPLE). Beyond UNC, she has served as a mentor in the mentorship program of the Asian and Asian American Classical Caucus for two years, giving advice to undergraduates early-stage graduate students at different stages and from different institutions.

From the beginning, I was very impressed with NICKNAME's self-possession, intelligence, and natural leadership ability. NICKNAME has always been receptive to feedback and took on every challenge I gave her, often going beyond the basic requirements of her coursework or teaching to make contributions that were both informative and fun for peers or students. She was professional in her interactions with students, and her "can do" attitude encouraged them to persevere through difficult material. She was well-respected by her students who described her in end-of-term evaluations as "QUOTE FROM EVALUATION" and "SECOND QUOTE FROM EVALUATION."

NICKNAME is a highly accomplished X (HISTORIAN? PHILOLOGIST? ARCHAEOLOGIST?). As an upbeat and motivated person, NICKNAME'S intellect, calm presence, curiosity, and good nature inspire others to want to learn more about the ancient world. At every turn, she has shown a passion for building community with students and colleagues around a shared love of the ancient world. As an IDENTITY (BIPOC? FIRST-GENERATION STUDENT? IMMIGRANT? - THIS PART OPTIONAL), she will attract a wide range of students who will see her as an inspiration, and she will also be able to readily address the diverse needs of students who take classes in your department and show interest in the ancient world. Her well-rounded training and innate determination would make her an excellent addition for your department. I, therefore, whole-heartedly and enthusiastically support NICKNAME's application to the position of NAME OF POSITION and know she will be an asset to your department and community.

Sincerely,

*SIGNATURE*

NAME  
TITLE  
DEPARTMENT  
INSTITUTION