

Stakeholder name
Organization
Title

Dear <Stakeholder name>,

I’m writing to provide this letter of support for <PARTICIPANT NAME HERE> for Central Exchange’s Emerging Leaders Program. Emerging Leaders is a program where women get to learn, connect and grow in a way that will advance their careers and <ORGANIZATION HERE>.

**Some of the key metrics and celebrations from last year’s Emerging Leaders include:**

* **85%** increased their confidence and success levels;
* **35%** measurably improved the effectiveness of their teams;
* **64%** took on new responsibilities in their roles;
* **25%** directly improved the bottom line;
* **15%** formally took on a new role; and
* **100%** built a sustainable professional and personal network.

 **Key areas of learning for the Emerging Leaders program include:**

* **Building Your Leadership Path**: Establish a clear view of your strengths and opportunities with assessments and coaching to support your development plan
* **Strategic Thinking and Setting the Vision:** Develop strategic perspective and the ability to envision and implement competitive advantage
* **Negotiating for Resources and Results:** Hone your skills and learn how to gain commitment and collaborate with your key stakeholders
* **Leading Teams:** Learn how to lead, mentor, and manage your human capital resources to their highest potential
* **Leadership and Executive Presence:** Understand different leadership styles and create your own unique leadership brand
* **Influence and Political Savvy:** Identify a toolkit of influencing skills; leverage those most effective for you and your own organization
* **Decision Making and Risk Taking:** Learn how to assess and balance risk and reward and employ the critical components of solid decision-making skills
* **Creativity and Innovation:** Lean in to create an environment where novel thinking is encouraged and applied to business solutions
* **Leveraging Your Network:** Identify the activities that build useful networks rich in social capital and business advantage
* **Values-Driven Leadership**: Challenge, clarify, and embed your values in your leadership strategies. Integrate your learning into an ongoing plan for your leadership growth and development

**Format:**

Participants are broken into smaller cohorts of 20-25 for each monthly session. Cohorts gather each month from 8:30am-12:30pm October through August, to discuss Harvard Business Review Case Studies, experience the wisdom of local and regional thought leaders and the experience learning and connecting to impact their careers and organizations.

**Enrollment is open through September 11, 2020**, and I want to be sure that women in your organization have an opportunity to participate. We would love to have <ORGANIZATION NAME> participate in the upcoming session. The investment in each woman is $6,000, and the skills they learn and practice will advance the success of their teams and the overall organization.

Learn more about Emerging Leaders and its facilitators: <https://centralexchange.org/emerging-leaders/>

Thank you for your consideration. If you have any questions, please don’t hesitate to reach out.

Sincerely,



**Renee Keffer**
Central Exchange Interim President + CEO
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