Dear [name]:

One of my goals this year is to become an even more successful, integrated team player and to elevate my performance and productivity.

With this goal in mind, I would like to request approval to attend a 6-week, online program focused on communication confidence, EQ skills and Self-leadership.

This ***She Gets It*** Mastermind Program: *Learn the Language of Self-leadership* begins [\_\_\_\_\_\_\_\_\_]. There are many benefits I can derive from the program, which is led by AmyK Hutchens, an international award-winning speaker, Amazon #1 bestselling author of two books, and 20+ year coach and consultant with clients such as The Home Depot, Starbucks Canada, Expedia, Wells Fargo, Comerica Bank, Lockheed Martin, and hundreds of others*.* This experience will give me an opportunity to share and learn best leadership practices and network with a group of peers from all over the world. I believe this investment will benefit me and the organization as a whole.

**Personal benefits of attending:**

* Develop and Hone My Leadership Effectiveness
* Increase My Confidence
* Become an Even More Engaged and Collaborative Problem-solver
* Positively Address Conflict in the Workplace
* Improve My Time Management Skills and Priorities
* Elevate my Emotional Intelligence [EQ] Skills
* Get the Proven Tools I Need to Become a Stronger Self-leader

**Organizational benefits of attending:**

* Heightened EQ Skills
* Ripple Effect of Modeling Reduced Stress Levels & Strengthened Certainty in Making Decisions & Resolving Conflict
* More Inclusiveness and Cohesiveness
* Increased Time Management Efficiencies
* Effective Communication & Collaboration Skills Elevates Overall Performance & Productivity
* Stronger Team Leader and Role-Model and My Escalated Energy as an Individual Raises the Energy Level of Our Teams
* Expanded Influencer & Contributor to Corporate Culture

I would love the opportunity to participate in the ***She Gets It*** Mastermind: *Learn the Language of Self-leadership* and invite my colleagues to join me as well. I truly believe it will help create a cohesive and collaborative environment that will ultimately help improve our organization’s bottom line.

Thank you for your consideration.

Respectfully,