



Sample Outreach Email for Potential Mentor

I am writing to you about a new program we are launching, Women inPower, in the hopes that you consider contributing your amazing experience (and a small amount of your time) to help bring more women into leadership positions.

Women inPower is a unique leadership program that aims to get more women leading, everywhere. It provides rising women in [insert city] with the training and education needed to advance them to leadership positions. The program will launch in [insert month] and will run through [insert end month].

As part of the program, we would like to provide the fellows with a mentor, who will meet with their assigned mentee at least 4 times during the year. These meetings can be scheduled at your convenience. Also, we will invite you to a handful of social events throughout the year.

We would be honored if you would consider joining the fabulous group who will serve as mentors to our members. If you are interested, I'd love to send you additional information about the program or set up a time to talk more.

Please let me know if you have any questions about the program or mentor responsibilities. I'm happy to hop on a call to discuss further!