

# Letter of Interest

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip]

Dear [Recipient Name],

I am writing to express my interest in the [specific role] position focused on promoting workplace inclusion at [Company Name], as advertised on [where you found the job posting]. With my experience in [relevant experience or field], I am passionate about creating diverse and equitable work environments.

Throughout my career, I have developed and implemented programs aimed at fostering inclusivity, such as [specific program or initiative]. I believe that effective inclusion strategies not only enhance employee satisfaction but also drive innovation and productivity within teams.

I am particularly drawn to [Company Name] because of [specific reason related to the company's values or initiatives]. I am eager to bring my skills in [mention relevant skills] to your organization and to contribute to your mission of [company's mission related to inclusion].

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to promoting workplace inclusion at [Company Name].

Sincerely,

[Your Name]