

Upcoming Employee Engagement Activities

Dear Team,

We are excited to announce a series of upcoming employee engagement activities aimed at fostering teamwork, collaboration, and a positive work environment. Here are the details:

1. Team Building Workshop

Date: March 15, 2024

Time: 10:00 AM - 4:00 PM

Location: Conference Room B

2. Monthly Lunch & Learn

Date: March 22, 2024

Time: 12:00 PM - 1:00 PM

Topic: Mindfulness at Work

Location: Cafeteria

3. Charity Fun Run

Date: April 5, 2024

Time: 8:00 AM - 10:00 AM

Location: City Park

We encourage everyone to participate and make the most of these opportunities to connect with your colleagues. If you have any questions or suggestions, feel free to reach out.

Best regards,

[Your Name]

[Your Position]