

# Resignation Letter from Charity Role

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Charity's Name]

[Charity's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally resign from my role as a volunteer at [Charity's Name], effective [Last Working Day, e.g., two weeks from the date above]. This was not an easy decision, as I have immensely enjoyed my time working with the team and contributing to [briefly mention the charity's mission].

However, I have recently been presented with new volunteer opportunities that align closely with my current goals and interests. I believe it is in my best interest to pursue these new avenues for personal and professional growth.

I am grateful for the valuable experiences and the friendships I have formed during my time here. I appreciate the support and guidance from everyone at [Charity's Name] and hope to stay in touch moving forward.

Please let me know how I can assist during the transition period.

Thank you for everything.

Sincerely,

[Your Name]