

Subject: Reference Request for Mentorship Program

Dear [Mentor's Name],

I hope this message finds you well. I am writing to kindly request a reference from you for my application to the [Specific Mentorship Program] at [Organization/Institution Name]. Your insights and support during my time at [Nonprofit Name] have greatly influenced my professional development.

The mentorship program emphasizes [specific focus or goals of the program], and I believe that your perspective on my contributions and experiences in [specific context of work] would be invaluable in helping me secure a position.

If you are willing to provide a reference, I would be more than happy to share additional details about the mentorship program and my application. I appreciate your time and support.

Thank you very much for considering my request.

Warm regards,

[Your Name]

[Your Position]

[Your Contact Information]