

Request for Informational Interview

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Position/Status, e.g., graduate student in Library Science] at [Your Institution/Organization]. I have a growing interest in library services and would greatly appreciate the opportunity to learn from your experiences in the field.

I am particularly drawn to your work in [specific area of their work or a project they are known for], and I believe that an informational interview with you would provide invaluable insights into the various roles and opportunities within library services.

If you are available, I would love to arrange a brief conversation at your convenience, whether in person or via phone/email. I understand your time is valuable, and I would be grateful for any guidance you could offer.

Thank you for considering my request. I look forward to the possibility of speaking with you.

Warm regards,

[Your Name]

[Your Contact Information]

[Your LinkedIn Profile (if applicable)]