

Volunteer Exit Interview Invitation

Dear [Volunteer's Name],

We hope this message finds you well. As you prepare to transition from your role with us at [Organization's Name], we would like to invite you to participate in an exit interview.

The purpose of this interview is to gather valuable feedback about your experience as a volunteer with us. This will help us improve our programs and ensure a positive environment for future volunteers.

Please let us know your availability for a brief meeting on one of the following dates:

- [Date 1]
- [Date 2]
- [Date 3]

We appreciate your time and contributions during your stay with us, and we look forward to hearing your insights.

Best regards,

[Your Name]

[Your Title]

[Organization's Name]

[Contact Information]