

# Volunteer Dispute Mediation Outreach

Date: [Insert Date]

Dear [Volunteer Name],

We hope this message finds you well. We would like to address the recent concerns and disputes that have arisen during your volunteer activities with [Organization Name]. Our primary goal is to maintain a supportive and harmonious environment for all our volunteers.

To facilitate a constructive dialogue, we are organizing a mediation session on [Insert Date and Time]. This session aims to provide a safe space for you and other involved parties to express your viewpoints and work towards a resolution.

Please confirm your availability for this session by [Insert Deadline]. If you have any questions or need further clarification, do not hesitate to reach out to us.

Thank you for your understanding and commitment to our community.

Sincerely,

[Your Name]  
[Your Position]  
[Organization Name]  
[Contact Information]