

Letter of Readiness to Lead Workshops

Date: [Insert Date]

To,

[Recipient's Name]
[Recipient's Position]
[Orphanage Name]
[Orphanage Address]

Dear [Recipient's Name],

I hope this letter finds you in good health and spirits. I am writing to express my readiness and enthusiasm to lead workshops at [Orphanage Name]. I believe that my skills and experiences can contribute positively to the development and empowerment of the children in your care.

With a background in [Your Background/Experience], I am equipped to facilitate engaging and educational workshops focused on [Workshop Topics]. My goal is to provide a safe and nurturing environment where the children can learn, grow, and express themselves.

I am available to discuss this opportunity further at your convenience. Thank you for considering my proposal. I look forward to the possibility of working together to make a positive impact on the lives of the children.

Sincerely,

[Your Name]
[Your Contact Information]
[Your Address]