

Dear Team Leaders,

We are pleased to announce a comprehensive training session on Conflict Resolution specifically tailored for our retail team leaders. This training will equip you with the skills necessary to handle conflicts effectively and create a harmonious work environment.

Training Details:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]
- **Duration:** [Insert Duration]

Training Objectives:

1. Understand the nature of conflicts in a retail environment.
2. Learn effective communication techniques.
3. Develop negotiation strategies to resolve disputes.
4. Implement conflict resolution frameworks in real-life scenarios.

Please confirm your attendance by [Insert RSVP Deadline]. We believe this training will empower you to lead your teams more effectively and improve overall store performance.

Thank you for your commitment to enhancing our workplace culture.

Sincerely,

[Your Name]

[Your Position]

[Company Name]