

Dear [Recipient's Name],

We are excited to announce a new training program focused on Emotional Intelligence (EI) tailored specifically for our leadership team in the retail sector.

This program aims to enhance your leadership skills by fostering a deeper understanding of emotional awareness, relationship management, and effective communication in a retail environment.

Program Details:

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

Throughout the sessions, you will engage in interactive workshops and real-world scenarios designed to improve your emotional acuity and equip you with tools to lead with empathy.

We encourage you to embrace this opportunity to grow as a leader and enhance our team's overall emotional intelligence. Together, we can create a more supportive and responsive retail environment.

Please confirm your attendance by [RSVP Date].

Looking forward to your participation!

Warm regards,

[Your Name]

[Your Title]

[Your Company]