

Announcement: Start of Internal Mentorship Opportunities

Dear Team,

We are excited to announce the launch of our Internal Mentorship Program aimed at fostering professional growth and development within our organization. This initiative is designed to connect employees with experienced mentors who can provide guidance, share knowledge, and support career advancement.

The mentorship opportunities will be available to all employees interested in participating. Whether you are looking to enhance your skills, gain insights into different areas of our work, or navigate your career path, this program is tailored to meet your needs.

Key details of the program:

- **Eligibility:** Open to all employees
- **Duration:** 6 months, with an option to extend
- **Application Deadline:** [Insert Date]
- **Kickoff Meeting:** [Insert Date and Time]

To become a mentor or a mentee, please fill out the application form available on our intranet. If you have any questions or need further information, feel free to reach out to [Contact Person/Department].

We encourage everyone to take advantage of this exciting opportunity to enhance your professional journey. Let's work together to create a culture of support and growth!

Best regards,

[Your Name]

[Your Job Title]

[Company Name]