

Proposal for Senior Management Position

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Proposal for Senior Management Position

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally propose the creation of a senior management position within [Company Name] that addresses the evolving needs of our organization and furthers our strategic goals.

The proposed position, [Position Title], will focus on [insert primary responsibilities, e.g., enhancing operational efficiency, leading strategic initiatives, etc.]. Given my background in [your expertise or specific area of experience], I am confident that I possess the necessary skills and insights to excel in this role.

Key Responsibilities of the Proposed Position:

- [Responsibility 1]
- [Responsibility 2]
- [Responsibility 3]

Additionally, I believe this position will contribute significantly to [insert expected outcomes, e.g., revenue growth, team development, market competitiveness, etc.]. I have outlined a preliminary vision for the role and its impact on the organization in the attached document.

I would appreciate the opportunity to discuss this proposal further and explore how we can align this role with our organizational objectives.

Thank you for considering this proposal. I look forward to your feedback.

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]