

YOUR NAME

POSITION

YOUR EMAIL

LETTER OF INTEREST FOR BOARD POSITION

Jane Doe
Executive Director
Springfield Community Foundation
456 Oak Avenue
Springfield, IL 62705

Dear Ms. Doe,

I am writing to express my enthusiastic interest in joining the Board of Directors for the **Springfield Community Foundation**. With over 30 years of experience in strategic leadership and a deep passion for community service, I am excited about the opportunity to contribute to your organization's impactful mission.

In my current role as the **Chief Executive Officer at Innovative Solutions Inc.**, I oversee a team of 150 professionals and manage a diverse portfolio of projects. My leadership has driven significant growth, including a 25% increase in annual revenue and the successful launch of several community-oriented initiatives. This experience has honed my skills in financial oversight, strategic planning, and team management, which I believe will be valuable assets to your Board.

I am impressed by the Springfield Community Foundation's initiative to expand education for underserved youth, aligning with my values and experience in educational outreach. I led a campaign increasing local school funding by 15% and developed a fundraising strategy boosting donations by 40% at the Greater Springfield Non-Profit Alliance. I'm eager to support your projects with my strategic input and governance expertise.

Enclosed is my resume detailing my career accomplishments. I am eager to discuss how my skills align with the Springfield Community Foundation's needs. Please contact me at (555) 123-4567 or email **[Your Email]** to arrange a meeting. Thank you for considering my application. I look forward to potentially contributing to your success.

Sincerely,

Signature

[Your Name]

Sample Letter Of Interest For Board Position

Anthony S. Fauci



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