

[NAME],

In my continuing effort to strengthen my leadership skills and performance here at (company name), I would like to participate in *LEAD*Forward Connect, an online leadership development program created and administered by the Accendo Leadership Advisory Group. Accendo's leadership programs have helped hundreds of leaders and associated team members increase their contribution to their employers by helping them develop the necessary skills to influence, lead, and negotiate confidently.

*LEAD*Forward Connect is specifically designed to accelerate the leadership development of high potential women leaders. It's a nine-week program requiring only 2-4 hours per week, which I can do on my own time and at my own pace. The creators and facilitators are accomplished, successful former C-suite leaders and certified executive coaches, Cari Coats and Karen Dee, whose names you may recognize as well-known thought leaders and speakers on leadership. Here are some of the program's objectives that I know I will benefit from:

- Sharpen Your Emotional Intelligence to Navigate Crisis
- Develop an Executive Presence That Stands Out
- Read the Room and Communicate Effectively
- Establish Your Personal Vision Statement as a Guide for Decision Making
- Get Ready for Your Next Career Move NOW
- Find Your Hidden Marketable Skills
- Negotiate with Confidence
- Lead and Engage Work Teams

In addition to the coursework, I will participate in Live group coaching calls, where I will receive personalized feedback from Karen and Cari to help me fine-tune my skills and ensure I understand and retain the material. The program includes:

- 9 Modules
- 15 Comprehensive Lessons
- Group Coaching Calls
- Certificate of Completion

In my research to find a cost-effective and proven program, one of the things that stood out about *LEAD*Forward Connect was Cari and Karen's certification in the Marshall Goldsmith Stakeholder Centered Coaching Methodology. Marshall Goldsmith is a widely recognized top executive coach and leadership thinker whose coaching approach is proven to enable successful people to lead even more effectively. A comprehensive study of 11,000 business leaders found that 95% of leaders who applied his methodology measurably improved their leadership effectiveness.

I'm excited about how *LEAD*Forward Connect can prepare me for future challenges at [name of company].

I hope you'll consider this request. Thank you for your time