

Dear <<insert your supervisor's name>>

The **Strategic Advisory Mastermind** is uniquely designed to provide specific tools for women leaders to excel in their career development. Becoming a member of this Mastermind will enable me to return equipped with the best practices for my career growth, a personalized actionable development plan that is exclusively created for high-performing women leaders, and receive a ready to implement breakthrough strategy for my career. As you know I am pursuing <<input your career role/position/or experiencing that you are seeking here>>. I would like to request approval to attend.

The **Strategic Advisory Mastermind** will be held on July 28 at Mavens Space in downtown Indianapolis.

I am seeking this women's-based Mastermind to strengthen my professional development: <<input your yearly or quarterly professional development goals here>>

Here's how I think this Mastermind will impact my performance:

I appreciate your approval. I will work to make sure the full value of this development experience is realized.

Sincerely,