



## Email Template To Invite Your Colleagues To Volunteer

***Please use this template to introduce this partnership to your colleagues. Feel free to customize to your liking.***

**Subject: Introducing \_\_\_\_\_ + Adopt an Oakland School Partnership**

Greetings team!

It is a pleasure to introduce the Adopt an Oakland School partnership with the Oakland Public Education Fund. The Ed Fund is a non-profit organization whose mission is to provide tools, resources and volunteers to the Oakland community. The Adopt an Oakland School Program connects partner businesses and schools to make a positive impact on school culture and student achievement through relevant and meaningful volunteer projects.

We have made a one year commitment to support (**school name here**) with customized volunteer events. I would love for you to volunteer and I'm writing to gauge your interests in participating in this partnership. Volunteer opportunities range from career exploration, guest speaking to behind the scenes support and more! This is open to anyone who would like to get involved. We're excited to make an investment in public education with the belief of contributing to high quality education.

Please let me know if you are interested in participating. If you would like to learn more about the [Oakland Public Education Fund](#) and the [Adopt an Oakland School Program](#), please check out their websites at your earliest convenience.

Let me know if you have any questions or concerns.

Thank you!