



TEAM MEMBER RECRUITMENT LETTER (FROM CAPTAIN TO COLLEAGUES)

Your team member recruitment letter can be distributed company-wide either by Human Resources or yourself. Below is a basic template. We encourage you to add details to explain your unique passion for the campaign.

To: All Employees
From: [Your Name]

Re: Join Our *Skip Lunch Fight Hunger* Team!

Dear Colleagues,

Skip Lunch Fight Hunger is City Harvest's citywide initiative that asks individuals to donate what they would normally spend on lunch to help feed New York City's hungry children and their families. I invite you to join me this year to make a difference as a member of the [Your team name] team. Our team will be collecting donations between now and May 11th both online and offline. In New York City, it is not uncommon to spend as much as \$10 on lunch without thinking twice. With that same \$10, City Harvest can feed over 43 children. By collectively bringing together our lunch money on May 11th, we can make a significant impact on hunger in our city.

Join our *Skip Lunch Fight Hunger* team and help us raise funds by collecting donations from your friends and family. Becoming part of our team is easy:

1. Go to skiplunch.org and select "Register Online"
2. Select the option "Join a Team"
3. Select [Your team name] from the drop down menu in the bottom of the window
4. Fill out your information and click "continue". You will receive a confirmation page and email.

As a team member, you will be able to set an individual goal (which will be part of our entire team goal). You can also customize a webpage for your personal fundraising and send it to your friends and family throughout the campaign.

If you don't want to actively fundraise, you can still be part of the team by making a donation to our team page at [team fundraising page link]. We will also be collecting offline donations using *Skip Lunch Fight Hunger* collection bags – so keep an eye out for them on May 11th!

For more information about *Skip Lunch Fight Hunger* visit skiplunch.org. Please feel free to contact me with any questions or to share ideas. Thank you for your support!

Sincerely,

[Your name]
[Your email]