

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

Subject: Executive Endorsement for [Candidate Name] - Vice President of People Operations

To the Board of Directors and Executive Search Committee,

It is with great confidence that I recommend [Candidate Name] for the position of Vice President of People Operations at [Company Name]. Having worked closely with [Candidate Name] for [Number] years in their capacity as [Candidate's Current/Previous Title], I have witnessed firsthand their ability to align human resources strategy with overarching business objectives.

[Candidate Name] possesses a rare combination of emotional intelligence and data-driven decision-making. During their tenure at [Current/Previous Company], they successfully led initiatives in [mention 1-2 specific areas, e.g., talent acquisition scaling, organizational design, or cultural transformation]. These efforts resulted in [mention a specific achievement, e.g., a 20% increase in employee retention or a modernized performance management system].

Beyond their technical expertise, [Candidate Name] is a true strategic partner. They understand that People Operations is not merely a support function, but a primary driver of competitive advantage. They excel at building high-trust relationships across the executive suite and are adept at navigating the complexities of high-growth environments.

I am certain that [Candidate Name] will be a transformative leader for your organization and will foster a culture of excellence and inclusivity. I give them my highest endorsement without reservation.

Sincerely,

[Your Name]

[Your Title]

[Your Company]