

[Your Name]
[Your Job Title/Organization]
[Your Email]
[Your Phone Number]

[Date]

[Recipient Name]
[Recipient Title/Organization]
[Address]

Subject: Professional Endorsement for [Candidate Name]

Dear [Recipient Name],

I am writing to provide a formal endorsement for [Candidate Name] in their capacity as an Organizational Development (OD) Consultant. Having worked alongside [Candidate Name] for [Number] years at [Organization/Project Name], I have witnessed firsthand their expertise in driving systemic change and improving organizational health.

During our collaboration, [Candidate Name] demonstrated exceptional skills in several key OD domains, including:

- **Change Management:** They successfully guided leadership teams through [Specific Project], ensuring high employee engagement and minimal resistance.
- **Diagnostic Capability:** They possess a keen ability to analyze complex cultural data and identify the root causes of organizational friction.
- **Facilitation:** Their approach to workshop facilitation creates a safe and productive environment for difficult conversations and strategic alignment.

What distinguishes [Candidate Name] is their balance of analytical rigor and high emotional intelligence. They do not merely provide recommendations; they build the internal capacity of the organizations they serve. I have consistently seen them turn dysfunctional team dynamics into high-performing partnerships.

I recommend [Candidate Name] without reservation for any senior consultancy role or complex organizational project. Their presence is a significant asset to any leadership team seeking sustainable growth.

Please feel free to contact me if you require any further information regarding their professional background.

Sincerely,

[Your Signature]

[Your Printed Name]