

[Your Name]  
[Your Title]  
[Your Organization]  
[Date]

[Name of Nominating Committee]  
[Name of Board/Organization]  
[Address]

Dear Members of the Nominating Committee,

I am writing to formally recommend [Candidate Name] for a position on the Board of Directors for [Name of Board/Organization]. As a seasoned Human Resources leader with over [Number] years of experience, [Candidate Name] possesses the strategic vision and governance expertise necessary to drive our mission forward.

Currently serving as the [Current Job Title] at [Company Name], [Candidate Name] has a proven track record in talent acquisition, organizational culture, and executive compensation. Their ability to align human capital strategies with long-term business goals has consistently resulted in improved operational efficiency and employee engagement.

Beyond their technical HR proficiency, [Candidate Name] brings essential board-level qualities, including:

- Strategic oversight of Diversity, Equity, and Inclusion (DEI) initiatives.
- Experience in succession planning and leadership development.
- Strong ethical judgment and commitment to corporate governance.
- Excellent communication and conflict-resolution skills.

I am confident that [Candidate Name] will provide invaluable perspectives to the Board, particularly in areas regarding people operations and organizational health. They are a collaborative leader who understands the balance between fiduciary responsibility and community impact.

I highly recommend [Candidate Name] without reservation. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Sincerely,

[Your Signature]

[Your Printed Name]