

[Your Name]
[Your Title/Organization]
[Your Phone Number]
[Your Email Address]
[Date]

[Board Search Committee Name]
[Organization Name]
[Organization Address]

Subject: Recommendation for [Candidate Name] for HR Compliance Officer Volunteer Board Position

Dear Members of the Selection Committee,

I am writing to formally recommend [Candidate Name] for the HR Compliance Officer position on your Volunteer Board of Directors. Having worked closely with [Candidate Name] for [Number] years in [his/her/their] capacity as [Candidate's Professional Title] at [Company Name], I can attest to [his/her/their] profound expertise in employment law and regulatory standards.

[Candidate Name] possesses a rare ability to translate complex labor regulations into actionable organizational policies. During our time together, [he/she/they] successfully managed [specific achievement, e.g., a comprehensive audit of HR practices or the implementation of a new DEI compliance framework]. This experience demonstrates a commitment to ethical governance and risk mitigation that is essential for a non-profit board.

Beyond technical skills, [Candidate Name] is a principled leader who values transparency and equity. [He/She/They] approaches HR challenges with a balanced perspective, ensuring that the organization remains compliant while fostering a positive environment for staff and volunteers alike.

I am confident that [Candidate Name]'s professional background and dedication to [Organization Name]'s mission will make [him/her/them] an invaluable asset to your board. I recommend [him/her/them] without reservation.

Sincerely,

[Signature]

[Your Printed Name]