**Email Invite – Visionary Mentor**

Below is a template you can cut and paste into the body of an Email to send to your Mentor after replacing the yellow highlighted sections with the appropriate information.

Name,

Good Morning! I trust all is well with you and Place of Work.

I have just completed a 7-day development plan for ***Courageous Leadership*** with a focus on being a “Work, Family & Self Balanced” leader. Per this philosophy, Courageous Leaders subscribe to a set of leadership characteristics that guide their decisions and actions.

The characteristic I am currently developing is being a “Visionary” leader. I am requesting a meeting with you for no more than 60 minutes so that we may have a one-on-one conversation regarding Visionary Leadership.

I offer the following bullets to potentially guide our conversation:

* What personal and professional goals do I want to accomplish in the next 30, 10, and 1 years? I will share my personal & professional goals and I would also be interested in hearing your goals.
* What are the related objectives I must accomplish at each milestone to fulfill these goals? How much time, money or other resources are required to meet my objectives?
* What do I need to start doing today to meet these objectives?
* What do I need to stop doing today to meet these objectives?
* What suggestions do you have for helping me to create & complete my Courageous Vision?
* What has been helpful to you?
* Do you have recommendations for books or other resources?
* Do you have a recommendation for a Visionary Leader that I should talk to?

If you are available, I would like to come by your office at time and Date.  Should that time and date not work for you, please suggest another between now and Date and Time.

 Thank you!

Sincerely,

Name

Signature Block