**RECOGNITION EMAIL TEMPLATE**

**To**: All Employees

**From**: Executive Sponsor

**Subject**: Recognizing our Fierce Conversations <Spring Cohort!>

*Send one week after participants complete first <set of> modules*

Hello!

Join me in recognizing the <Spring> cohort of learners who have completed Fierce <Foundations/ Team/ Delegate/Coach/Accountability/Feedback/Confront> workshops.

Fierce **Conversations is a proven training program that elevates the success of any team by equipping individuals with the tools and mindset to enter any conversation in a productive, solution focused way. As our organization** continues to train cohorts of employees in the Fierce Conversations concepts, I am confident our entire culture of communication will make significant strides in how we operate, impacting our overall strategic goals.

Our latest Fierce trained cohort includes:

* List names of participants, titles, department, etc.

I’d like to thank ***everyone*** who worked so hard to bring Fierce Conversations to our organization. I’m personally grateful to the [dept name] team who led the rollout of this initiative. Specifically, I’d like to thank [team member names]. A project of this scope is never simple, but projects of this importance are critical to our individual and collective success. Everyone on the team has gone above and beyond their normal duties. Thank you for helping to make [company] an amazing place to work every day, and especially in your thoughtfulness and thoroughness in creating opportunities for all of our employees to engage in this powerful training series.

I couldn’t be prouder to be a part of such an amazing organization, and the conversations I’ve had related to this programming have made me even more excited for our future.

Keep growing,

[Executive Sponsor]