

## Sample Letter of Intent

"I am excited to begin this journey of improving the lives of not just ourselves, but the lives of our co-workers and customers too, especially as we continue to grow in size and face each day's challenges. It's extremely important to me to come into work every day not just self-motivated, but able to lead by example and support others in also being happy and effective along the way.

I like to continuously become better at my job and I'm eager to learn all I can about how to interact with people based on what is most effective. I know there is much for me to learn and that this and more are gifts I will receive from this culture change project. Being able to understand myself and others and do what is in the best interests of those with whom I work and live is crucial and brings fulfillment and meaning to me. Trust is a huge part of our day to day interactions and while we do have a great deal of trust within our organization, we would benefit from continuing to learn and grow, building on that trust, which will be highly valuable to all of us.

One of the things we could do better is keeping our processes consistent and aligned. This system will help us do that regarding how we get along with one another and stay productive and motivated. We get so busy as a group that the processes we adopt sometimes get dropped and we start to fall back on old ways. Finding a way to hold ourselves accountable to continuous improvement and not going backward is something I see is a focus of this initiative and I'm willing and able to commit to doing my part in it. I have read all the commitments and promise to do my best to stay present while learning and putting new practices into effect in my work and personal life, as well as supporting others going through this process with me."

(Anonymous)