*Please use organization’s letterhead*

Dear Selection Committee,

\_\_\_(Candidate’s Name)\_\_\_\_\_\_\_\_\_ has expressed interest in participating in the Museum Enterprise Leadership (MEL) program, a cohort-based program that was developed from the specific needs of Directors of Art Museum Education divisions. At this moment when community engagement and support is critical, Directors of Education already have deep audience knowledge, community relationships, and superb divisional budgeting and revenue management skills. I believe that this program will build on those skills and help develop the decision-making, financial acumen, and board relationship skills required to truly operate on an enterprise level.

By supporting my candidate, I am committing to providing the following learning opportunities:

1. The support to prepare for and actively participate in at least one finance committee meeting;
2. Access to board meetings and select board members as appropriate to complete an assignment with the goal of growing the candidate’s and the organization’s understanding of those Board members specific interests and elicit an exchange about the role of effective board engagement.
3. The assignment of a leadership role in a key institutional initiative that supports the institution’s strategic plan and mission.

I realize that this program will occur largely online, with 2 short residencies in and around the Washington D.C. area. I also understand that the program has been developed based on strong research on and experience with effective professional learning methods and techniques. I understand that my candidate will be engaged with several Subject Matter Experts from Art Museums across the country and MBA faculty to acquire enhanced skills in the areas of financial acumen, decision-making and leadership in a VUCA (volatile, uncertain, complex, and ambiguous) world. They will also have access to an industry-leading executive coach to support their executive carriage and application of industry and leadership content.

Having knowledge of the program, I fully support \_\_(Candidate’s Name)\_\_\_\_\_\_\_\_ interest in professional learning and leading at the enterprise level by signing this letter of commitment and support.

Regards,

Museum Director