

Dear [SUPERVISOR'S NAME] :

I recently learned about the Well-Being Champion initiative from HR Health and Wellness and am interested in serving as a champion within my [college, unit or department]. I wanted to share this opportunity with you and hope to receive your approval before I apply.

A goal of this initiative is to increase awareness of work-life and well-being offerings available to University of Kentucky employees. As a champion, I can help foster a culture of well-being and build a sense of community in my [COLLEGE, UNIT OR AREA].

In addition to contributing to well-being in my [COLLEGE, UNIT OR AREA], I will have the opportunity to develop personal and professional skills. Through fulfilling this position, I will develop my leadership and facilitation skills, as well as practice effective communication with my colleagues.

In this role, I can expect to spend two to four hours per month on responsibilities as a champion, which may include:

- Sharing information about well-being services
- Organizing and facilitating well-being events based on [college, unit or department]'s interests and needs
- Encouraging community and positive change
- Attending occasional meetings and trainings and providing progress reports
- Networking with other champions

This would be a one-year commitment with an option to renew each year. I will receive support from Human Resources throughout my time as a champion, which will include an initial onboarding orientation, a one-on-one consultation with an HR wellness specialist, regular communication and occasional trainings to ensure success in this role. I will also be able to connect with other champions and share ideas through an exclusive Microsoft Teams channel.

Please let me know if you would support me in applying for this opportunity. Thank you in advance for your consideration.

Best Regards,

[YOUR NAME]