



## Introduction Email

### Volunteer Instructions

Step 1: Copy and paste the words below into an email. Be sure to paste with the option to Keep Text Only.

Step 2: Copy and paste "Welcome to the FORCE Peer Navigation Program" into the subject line of your email.

Step 3: Personalize the email by replacing the red "xxx" with the appropriate names.

Step 4: Change the red to black so it doesn't look like a form letter.

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**Subject line:** Welcome to the FORCE Peer Navigation Program

Dear xxx,

Welcome to the FORCE Peer Navigation Program. I would like to introduce myself. My name is xxx. I have been matched with you because we share a similar experience. As your FORCE Peer Navigator Volunteer, I would like to schedule a call with you at a time when you can talk comfortably and privately for 30 – 60 minutes. During the call, I will provide you with support and review how to use your resource guide.

Your guide, provided as a hyperlink, is filled with expert-reviewed resources that you can review at your convenience. Simply click on the link below and follow the instructions to view all of the content, which automatically updates when new information becomes available.

<https://facingourrisk.org/pnp/constituents/v06v2zirpp>

I am available on the following dates/times: xxx

Please let me know which date and time will work for you and provide a phone number for me to call. I am looking forward to speaking with you soon.

Sincerely,

xxx

FORCE Peer Navigator