

YBP Email Template - Onboarding Manager/Company Advocacy to Attend the Young Black Pharma Conference & Gala

Instructions: This email template is designed to foster and onboard potential company/manager sponsorship to attend the YBP annual meeting. It is important to customize this template based on your relationship with your manager and organization. To enhance the relevancy of this email, it is important to convey how your attendance aligns with your organization's strategic objectives.

Subject: [Hopeful for Your Support] - Young Black Pharma Annual Meeting | November 1, 2024 – November 3, 2024

Message:

Hi [Manager's Name],

In follow up to our last 1:1 conversation on career development, I would love your support and sponsorship to attend the 2024 Young Black Pharma (YBP) Conference. I've been involved in this group for quite some time and so happy to see what it has grown into. If you read through the email below, you can learn about my excitement with respect to the work YBP is doing and last year's meeting.

This will be Young Black Pharma's third annual meeting. This group and its programming has been instrumental in my executive medical development. The ability to network, share ideas, peer mentor and be mentored by other pharma executives of color has been a source of inspiration and camaraderie. YBP also served as my conduit into fostering connections and expanding my network in pharma. The sessions include a wide variety of executive pharma leaders from underrepresented backgrounds. The topics are intentionally focused on emerging topics in healthcare and career development. As always if approved, I'm more than happy to share learnings internally to convey impact amongst our colleagues and leaders.

[Insert annual conference link] & [YBP website link]

Sponsorship request includes registration, 3-night hotel stay, flight, and meals. I will adhere to our organization's compliance guidance with respect to travel and meal per diem.

Let me know if you have any questions and happy to discuss or answer additional questions.

Warmest regards,

[Your Name]