



## Killer Job Ad

### Sample Email to Staff:

Subject: **Great news! We're expanding the team with a [TITLE OF THE ROLE]!**

*I want to assure everyone that this new addition reflects the growing needs of our team, not your individual performance. There are no job security concerns here.*

*Your honest feedback is crucial throughout this process, and of course, everything you share will be confidential. This open communication will help us make a smooth transition as we search for a new member for the team.*

*I'll be reaching out specifically to those of you who work most closely with this role on a daily basis for feedback. Meanwhile, if you know someone you feel is a perfect fit for this position, please send me their contact information and I will reach out to them!*