

Rosh Hodesh

Sample Introductory Letter to Parents

Dear [*parent's name*],

[*Your letterhead*]

I am writing to tell you about an exciting opportunity for [*daughter's name*]. This fall we are launching *Rosh Hodesh* at [*name of institution*].

Rosh Hodesh builds self-esteem, Jewish identity, leadership skills, and friendship networks of adolescent girls. The group will meet monthly at/in [homes of members/IP/other location/at time of day].

I am looking forward to leading the group. [*Add one or two sentences about your personal background with girls' leadership.*]

I hope you and [*daughter's name*] can attend our parent-daughter “Taste of Rosh Hodesh” meeting. You’ll get a chance to experience the program and ask questions. It is being held on [*day, date*] from [*start time*] to [*end time*], at [*place*]

I will be calling you and [*daughter's name*] soon to see if the two of you will join us, but feel free to call me at [*phone number*] or email me at (email address).

I look forward to seeing you both on [*the date*]!

Warmly,

[*Your Name*]

P.S. [*IF KNOWN:*] I am enclosing a list of tentative meeting dates for this year’s meetings, so that you can mark your calendar now. Since consistent participation is important for group bonding, please do let me know if you anticipate any conflicts with the dates we have chosen.

Rosh Hodesh

Sample Introductory Letter to Girls

Hi [*girl's first name*]:

I hope you had an amazing summer!

I am writing to introduce myself and tell you a bit about *Rosh Hodesh* – a group for girls your age that meets once a month to talk, have fun, do art, discuss life – you think of it, we can do it!

I am really excited to lead this group and can't wait for us to get to meet and talk more.

Please come to the “Taste of Rosh Hodesh” meeting where you and a parent can meet me, see who else is interested, and see what *Rosh Hodesh* is all about! I will call you soon to touch base.

Looking forward to talking to you,

GL Name