

Casual Email Introducing New Manager

Subject: Exciting News – Meet Our New Manager

Hi Team,

I'm thrilled to share that [New Manager's Name] is joining us as our new manager starting [Start Date]. [He/She/They] have an impressive background in [Field/Industry] and are known for fostering collaboration and innovation.

Please take a moment to welcome [New Manager's Name] and feel free to reach out with any questions or introductions. We're excited about the fresh perspective [he/she/they] bring to our team!

Best,

[Your Name]

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