

December 3, 2004

Mr/Ms. Legal Professional, LLB
Smith, Smith and Smith
1234 Main Street
Toronto, Ontario M1M 1M1

Dear Mr/Ms. Professional:

As a legal professional specializing in employment law and wrongful dismissal, you've seen a lot of people who have been thrust into situations they didn't choose. People who are suddenly confronted with hard choices they weren't prepared to make.

When they come to you, they're looking for sound legal advice, and that is what you dispense. Yet they need more than just a good lawyer.

I don't need to tell you that a person who has been wrongfully dismissed is reeling emotionally. She needs help to get back on an even keel. She's grappling with feelings of anger and betrayal, and they get in the way of making rational choices.

That is where I can help. I am a Certified Professional Career Coach, and I specialize in working with middle managers. These days, they're the ones most vulnerable to wrongful dismissals. Like you, I have helped many people manage the sudden loss of their jobs.

Some of my clients need help to deal with intolerable working conditions, such as abusive bosses, workplace harassment, inequitable employment standards, and workplace discrimination. These cases often prove to be attempts at constructive dismissal, and are beyond my own professional competencies.

It has always been my policy to advise these clients to seek qualified legal assistance. Yet I want to do more than just hand them a copy of the Yellow Pages. I want to be able to refer them to a lawyer I know and trust. I want to be completely confident that the person I recommend will help my client regain control of his life.

By the same token, as a legal professional you want to ensure that your clients' welfare is being protected by anyone whose services you recommend. I believe that many of your clients have a need for my services, and I can offer you those assurances.

We both work with people who are forced to deal with a major crisis in their working lives. By establishing a partnership, we can be much more effective at meeting our clients' needs.

I see a real synergy in working together, and I would like to explore the possibilities. My assistant, Michele O'Reggio, will follow up this letter with a phone call in a couple of days to arrange for me to discuss this with you personally. I look forward to speaking to you then.

Yours Sincerely,

Cecile Peterkin
Cosmic Coaching Centre