

Workshop: Age Inclusive Hiring

Resource: Email to send to all participants after the workshop:

Be sure to follow up with all participants as soon as possible after the conclusion of the workshop. Here's a draft email that you can copy, paste, edit and send out.

If you choose, you can also send it to everyone you invited, or to everyone who registered even if they were unable to make it.

Dear _____,

Thanks so much for your interest in today's workshop, Age Inclusive Hiring. This is a topic that affects every hiring manager across the organization—and all our employees—so we appreciate your investing your time to learn about best practices.

The key resource we used in our workshop is [AARP's Say This, Not That: Manager's Guide to Age Inclusive Hiring](#). We encourage you to bookmark it—and to use the activities with your own direct reports so that your team can explore the opportunities and challenges of different generations at work and learn how to work together to deliver the best results.

If you have any questions or thoughts about the workshop, please reach out to [name] at [xxx.]

All the best,