
Humble Board Resignation Letter Sample

[Your Full Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Date]

Dear [Board Chairperson's Name],

With a humble heart and after much deliberation, I am writing to inform you of my decision to resign from my position as a member of the [Organization's Name] Board, effective [Date].

Serving on this board has been one of the great honors of my professional life. The opportunity to contribute to an organization that makes such a meaningful difference in our community has been both a privilege and a profound learning experience.

My decision to resign is not one I take lightly. It is born out of [personal circumstances/a new professional direction/other reasons] that necessitate I step back and focus my energies more narrowly at this time.

I am deeply grateful for the support, understanding, and camaraderie I've found in this group. Your collective wisdom, dedication, and passion for our cause have inspired me consistently. I am proud of what we have accomplished together and am confident that the board will continue to guide [Organization's Name] toward even greater achievements.

I am committed to ensuring a smooth transition and will do everything in my power to support the board during this period of change. Please let me know how I can best

assist, whether through helping to identify and onboard my replacement or by offering my insights on ongoing projects.

Thank you once again for the opportunity to serve. I look forward to witnessing the continued success of [Organization's Name] and offering my support in any capacity that I can.

With deepest respect and gratitude,

[Your Full Name]