

19<sup>th</sup> November 2020  
Maraiyesa Omotayo  
Enlarging Mind Builders' Initiative  
FaraPark, Sangotedo, Lagos



**ENLARGING MIND BUILDER'S**  
I N I T I A T I V E

Dear Oluwafeyisayo Olaotan Ajayi,

### LETTER OF APPOINTMENT AS A VOLUNTEER

I am pleased to offer you an appointment as a volunteer in the Department of Employment in the Enlarging Mind Builders' Initiative (EMBi) for the 2020. These are the terms of your appointment:

1. This appointment will be effective [23rd Nov. 2020] and will remain in effect until whenever it seems right, unless terminated sooner by the Initiative or yourself but due information must be communicated to the right office of the EMBi when doing so.
2. Your volunteer roles and duties are as follows:
  - Content Development for Designs, websites and for all our Social Media
  - Graphic Designs
  - Anchor of Media Chat Program
  - And amongst other things that you will be asked to do based on the view of the Management of EMBi.
3. You will receive reimbursement for the reasonable and properly documented expenses and costs you incur in carrying out your volunteer service. You will not be paid wages, benefits or other compensation for your services.
4. Please indicate your acceptance of this volunteer appointment by replying to this email address: [embi.mentorship@gmail.com](mailto:embi.mentorship@gmail.com)

We are not careless about the enormity of the tasks that you are been endowed but it would not be carelessly discharged.

Sincerely yours,

Maraiyesa Omotayo  
Founder/Convener, EMBi

I, \_\_\_\_\_, accept this volunteer appointment and the terms and conditions set forth above.

\_\_\_\_\_

(Signature)

Date: \_\_\_\_\_

