

## Letter of Intent

Lisa Overman

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Phone: 650-555-1234

Date: February 9, 2026

Sherman Oaks Neighborhood Council  
Human Services Committee

Dear Members of the Human Services Committee,

I am writing to formally express my interest in serving on the Human Services Committee of the Sherman Oaks Neighborhood Council.

I have spent my entire professional career in marketing and communications, with each role including a strong community-based and service-oriented component. Throughout my career, I have partnered with schools, nonprofits, and local organizations to expand access to health resources, education, and community services. Service has consistently been a priority in my professional and personal life.

Previously, I have volunteered with organizations such as the Habitat for Humanity, Big Brothers Big Sisters of America, St. Louis Children's Nursery and Karen House Women's Shelter prior to relocating to California. Since moving, I have continued to participate in community-focused initiatives through ad-hoc volunteer opportunities with Project Turnkey and other local efforts. These experiences have reinforced my commitment to advocacy, equity, and practical solutions that support vulnerable populations.

I am particularly interested in contributing my skills in outreach, communications, and program support to help advance the Human Services Committee's mission. I value collaboration, thoughtful planning, and accountability in public service and would welcome the opportunity to support initiatives that improve access to resources and strengthen community well-being in Sherman Oaks.

Thank you for your time and consideration. I would be honored to serve and contribute to the important work of the Human Services Committee.

Sincerely,  
**Lisa Overman**