Dear [New Hire First Name],

On behalf of the [Local Union Name] and all its members, I extend a heartfelt welcome to you as you begin your journey with [School District. As President of the Union, I am personally thrilled to see new faces with fresh perspectives, and I have no doubt that your expertise and passion will contribute greatly to our educational community.

Here at [Local Union Name], we are committed to supporting our members in every possible way. Our mission is to ensure that you have the tools, resources, and community support you need to thrive in your new role.

Retirement and 403(b) Video

I encourage you to take advantage of the benefits and resources that the union has to offer. One of those benefits is a great 403(b) program from the California Teachers Association (CTA).  It is a low-cost, high benefit program.

Here is a [short video](https://vimeo.com/852167304/2b512f8583) about the CTA 403(b) program for new hires like yourself.  There are many 403(b) programs available to you, but this is the only one endorsed by CTA.

If you have any questions about the CTA 403(b), CTA has dedicated fiduciary advisors to assist you.  Please contact them here:

Telephone: 916.235.9800

Email: [team@ctaretirementplan.org](mailto:team@ctaretirementplan.org)

Once again, welcome to the [Local Union] family, and congratulations on this new chapter in your career. I look forward to meeting you in person and working together for the betterment of our educational community.

Wishing you all the best in your endeavors,

Sincerely,

[Your Full Name]

President, [Local Union Name]