**Subject**: *[HR] Introducing Our New Director of Research - Dr. Amelia Clarke*

Dear Team,

I hope this email finds you well. I am thrilled to announce the appointment of Dr. Amelia Clarke as our new Director of Research here at GroundStation. Dr. Clarke comes to us with an impressive background in aerospace research and a wealth of experience that will undoubtedly propel our research initiatives to new heights.

Dr. Clarke will be joining us officially starting next Monday, March 25th. As part of her onboarding process, she has expressed a keen interest in getting to know each and every one of you and familiarizing herself with our team and projects. To facilitate this, Dr. Clarke will be making rounds to visit different departments over the coming weeks. She values open communication and collaboration, and she is eager to hear your insights and ideas.

If you have any questions or would like to schedule a meeting with Dr. Clarke during her rounds, please don't hesitate to reach out to me or her directly.

Best regards,

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**Sarah Johnson**

*HR - ESAP GroundStation*