

**Subject: Approval Request – Birkman Conference (Systems & Performance Optimization)**

Hi [Boss's Name],

I'd like approval to attend the Birkman 75th Anniversary Conference (Nov 11–13, Houston) to strengthen how we systematically improve team performance and decision-making.

**Why This Matters**

Our results are driven by systems—communication patterns, decision frameworks, and behavioral dynamics. This conference focuses on optimizing those systems using Birkman data and structured methodologies.

**Expected Outcomes**

- Improved team alignment and communication efficiency
- More consistent decision-making frameworks
- Better predictability in performance outcomes

**Quantifiable Value**

- Up to 20 SHRM PDCs (credential value)
- Exposure to proven models used across organizations
- Opportunity to identify process improvements that reduce friction and inefficiencies

**Implementation Plan**

Post-conference, I will:

- Document key frameworks and models
- Map them to our current workflows
- Recommend specific system-level improvements with measurable impact
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**Investment**

- Registration: ~\$1,250
- Travel & lodging: [Estimate]
- Total: [Insert Total]

**Summary**

This is an opportunity to refine the systems that drive our results, not just individual skills—leading to more scalable and repeatable performance.

Best,

[Your Name]