

Champions for Mental Health – Email Templates

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Email to Faculty Dean / Department or Unit Head:

Dear [name],

We are writing to let you know that the following [type of educators] in the [department name], **[name(s) of nominees]** has [have] been chosen as [Champion\(s\) for Mental Health](#).

Created by the Queen's Student Mental Health Collective, this award celebrates and honours instructors and staff who have demonstrated a strong commitment to student mental health and wellbeing. Nominations for this award are accepted from students.

To confirm your support for these nominations, please reply to this email by [date].

Nominated Champions for Mental Health will be notified shortly and will be celebrated by the Student Mental Health Collective and the Campus Wellness Project starting **[date]**.

Thanks in advance for your support of this nominee. If you have any questions, please let me know. I look forward to hearing from you.

Thank you,

[Student Names, Student Mental Health Collective]

Email to Champion for Mental Health on conformation of support from Dean, Department, Unit head:

Dear [name of Champion for Mental Health],

Warm greetings from the Queen's Student Mental Health Collective! Our names are [insert student names]. We are working with Student Wellness Services and the Office of the Vice-Provost and Dean of Student Affairs to advance and promote student mental health.

We are delighted to inform you that you have been chosen as a [Champion for Mental Health](#) by a student. Congratulations on this accomplishment and thank you for your great work in supporting wellbeing at Queen's!

With the Champion for Mental Health project, Queen's is showcasing instructors and staff who demonstrate a commitment to supporting and enhancing student mental health and wellbeing. The project is supported by the [Campus Wellness Project](#) and Student Wellness Services.

We hope to highlight your excellent contributions to the student community on the Campus Wellness Project website and on social media starting [date].

Your spotlight will include:

- The nomination you received, which includes: [insert a quotation from the nomination made by a student]
- Your thoughts about the importance of supporting student mental health
- Your photo (optional)

If you agree to being featured in a spotlight on Champions for Mental Health, please **complete this form [hyperlink] by [insert date]**.

We can't wait to celebrate your contributions to student mental health at Queen's! Thank you for all that you do!

Please let us know if you have any questions. You can email us directly (student email addresses), or Jennifer Ross (jennifer.ross@queensu.ca) of the Campus Wellness Project.

Thank you,

[student names]

Student Mental Health Collective

More information:

Contact the Campus Wellness Project at campuswellness@queensu.ca.