



**2018 Experience Jackson Volunteer Orientation**

**Monday, April 16, 2018**

**4:00 to 5:00 pm**

**Experience Jackson's Office**

**134 W. Michigan Ave., Jackson, MI 49201**

**AGENDA**

- I. Welcome and Introductions  
Jennifer Cronkhite, Marketing Director, [Jennifer@ExperienceJackson.com](mailto:Jennifer@ExperienceJackson.com)  
Jessica Webb, Director of Community Engagement, [Jessica@ExperienceJackson.com](mailto:Jessica@ExperienceJackson.com)
- II. Community Based Volunteer Options outside of Experience Jackson
- III. Review Experience Jackson Volunteer Basics and 2018 Dates  
(Role Types, JACK's Trainer Overview, General Responsibilities and Dates)
- IV. Volunteer Policies and Procedures AND JACK Trainer Form  
Due to [Jennifer@ExperienceJackson.com](mailto:Jennifer@ExperienceJackson.com) by Sunday, 4/22
- V. Most Commonly Asked and Resource Overview
- VI. Jackson Certified Requirement  
Must be completed by Sunday, May 6<sup>th</sup>
- VII. Sign Up Sheet Dates

**Mission:** to promote Jackson County and its attributes to individual visitors and groups as a unique, affordable and attractive place to vacation, host an event or conduct a tour