



## Volunteer Orientation!

Thank you for volunteering at Community Resource Day. The purpose of this event is to introduce the patrons to the agencies and providers, and to introduce the agencies and providers to one another. There is diversity in the participating agencies and providers in order to meet the needs of the public. There are services for people who are college students, youth, seniors, veterans and those living on a low income. There are resources in mental health, domestic violence, housing, food, physical health, substance abuse, health insurance, education, workforce training and more!

- The event runs from 2:00-4:00.
- Please make a nametag for yourself.
- Please familiarize yourself with the agencies. Walk around, talk to the providers!
- Welcome people as they arrive and offer them a map/list of the providers. If they are here for something specific, walk them to the provider's table and make an introduction, if possible. There may be providers in vans parked outside. It is a good idea the guest first visit the agency's table.
- As patrons arrive, hand them a survey form and ask that they complete it as they leave. Encourage each guest and provider to fill out a survey form and return it to the reception desk. Provider survey forms can be handed out towards the end of the event.
- Offer coffee and light refreshments.
- Set up and clean up the refreshment table. Leftover perishable food can go to one of the providers, if appropriate.
- Free parking is available for you, the patrons and the agencies in the North Garage only. Paid parking is available in the South Garage and the surface streets.