

JA Finance Park Volunteer Information Table of Contents

This section of the Guide for Teachers identifies steps that must be completed before visiting the Lincoln Finance Park facility. Volunteer Information Tab items include:

JA Finance Park Volunteer Plan	page 2
This letter provides information about the recruitment, mandatory training, and assignment of volunteers to Lincoln Finance Park businesses, as well as lunch procedures for the visit.	
JA Finance Park Volunteers: Why Are They Necessary?	Page 3
This document provides an overview of volunteer responsibilities at Lincoln Finance Park.	
JA Finance Park Volunteers Needed	page 4
This letter can be used for volunteer recruitment.	
JA Finance Park Volunteer Confirmation Letter	page 5
This letter should be sent to volunteers to confirm attendance at the mandatory training and the on-site visit.	
JA Finance Park Volunteer Follow-Up Letter	. page 6
This follow-up letter can be sent to all volunteers as an expression of thanks and appreciation.	