

## **VRC Staff Tasks – Maps Staff**

### **(Station #6 Maps)**

Thank all volunteers for offering to help and ask to see their Referral Forms. Using a street map, show volunteers where their work assignments are located. Smaller strip maps may also be drawn and printed to hand out to volunteers.

If there is a phone at the Maps Station, you may provide that phone number in case the volunteer gets lost. Remind them that they also have contact information for the agency or work site to which they were referred.

Some volunteers will be required to take additional training for their particular assignment. Direct those volunteers to where job training is being provided. Direct all others to the exit or to transportation to their work sites if available.

If you need assistance, please raise your flag or put on the hat to summon a Runner.

#### **Items needed:**

- ID Badges
- Two tables and four chairs
- Sign (Station #6 Maps)
- Supply of strip maps to various worksites or agencies
- Pens or markers
- Flag or hat to summon runners