

Volunteer training day

Date: July 23, 2026

Timeline

08:30 – 09:00 Volunteer Arrival and Registration

Volunteers sign in, receive their badge and training materials, and meet the coordinator team.

Location: Main Entrance Lobby

09:00 – 09:45 Welcome and Onboarding Presentation

An introductory session introducing the organization's mission, values, and community impact.

Location: Auditorium A

09:45 – 10:30 Icebreaker and Group Introductions

Interactive activities designed to help volunteers get to know each other and build team cohesion.

Location: Auditorium A

10:30 – 10:50 Morning Refreshment Break

Enjoy coffee, tea, and light pastries while mingling with fellow trainees.

Location: Community Lounge

10:50 – 11:45 Comprehensive Safety Briefing

Detailed overview of workplace safety rules, hazard identification, and emergency response plans.

Location: Training Room 1

11:45 – 12:50 Group Exercise: Incident Simulation

Hands-on group scenario practice applying safety guidelines and protocols in realistic situations.

Location: Training Room 1

12:50 – 13:40 Networking Lunch

Complimentary buffet lunch for all participants and team leads to chat informally.

Location: Dining Hall

13:40 – 14:40 Role-Specific Breakout Workshops

Participants split into specialized focus groups to practice specific volunteer roles.

Location: Breakout Rooms B & C

14:40 – 15:20 Team Communication Challenge

A collaborative problem-solving exercise focused on effective field communication.

Location: Outdoor Courtyard

15:20 – 15:50 Q&A and Feedback Session

Open floor for volunteer questions, clarification of policies, and training feedback.

Location: Auditorium A

15:50 – 16:15 Group Photo and Wrap-Up

Commemorative team group photo and distribution of volunteer completion certificates.

Location: Main Entrance Steps