

James City County
Citizen Corps Council
Organizational Basics Workshop
Schedule

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Solutions and Services

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Morning

Meeting Basics

Introductions, Overview, and Establish Goals for Today	8:00 AM
Group Exercise - Creativity	8:15
Why Do We Have Meetings	8:20
The Best Meetings	8:40
Group/Team Functioning in a Meeting <ul style="list-style-type: none"> • Dynamics of a group/team • Characteristics of a poorly functioning team • Characteristics of a well-functioning team • Outcomes and Dashboard 	8:50
What Is Expected in Citizen Corps Council Meetings	9:40
Break	10:00

Strategic Planning

Negotiation	10:15
What Is Strategic Planning? Why Do It?	10:20
Start With An Inventory	10:30
Values, Vision, and Mission	10:40
Measurable Goals and Objectives and Measurable Outcomes	10:50
Develop a Strategic Plan for the JCC Citizen Corps Council	11:00
Morning Wrap-up	11:55

Lunch – Noon to 1:10 PM

Afternoon

Volunteers

Why Do We Need Volunteers?	1:15 PM
Ground Work Before You Recruit	1:20
Where To Look for Volunteers	1:40
The Hiring Process	1:50
Retaining and Mentoring Volunteers	2:15
Outcomes	2:30
Dealing With Problem Volunteers	2:45
Break	3:00

Disaster Behavioral Health

Warm-up and Grounding	3:15
Before the Disaster <ul style="list-style-type: none"> • Take care of you • Practice 	3:25
During the Disaster <ul style="list-style-type: none"> • What to look for • What to do 	3:45
After the Disaster <ul style="list-style-type: none"> • What to look for • Being respectful of how people cope • The behavior pool for dealing with distress 	4:15
Wrap-up and Review of the Goals from the Start of the Day	4:45
End	5:00