

MEMBER EXPERIENCE LEADER WEEK AT A GLANCE

■ AmeriCorps Service

■ Personal

MONDAY

- AmeriCorps Service 8:30 a.m. - 5:00
- p.m.
- Send weekly reminders to members
- Weekly HIPHY Meetings 12:00 p.m. & 4:00 p.m.

WEDNESDAY

- AmeriCorps Service 8:30 a.m. - 5:00
- p.m.
- Recruitment Materials Development
- Check-in meetings w/ Member 12:00 p.m. - 5:00 p.m.

FRIDAY

- AmeriCorps Service 8:30 a.m. - 5:00
- p.m.
- Finish Weekly Projects 8:30 a.m. - 1:00 p.m.
- Help Me Grow Meeting 2:00 p.m.

SUNDAY

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- Day Off
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TUESDAY

- AmeriCorps Service 8:30 a.m. - 5:00 p.m.
- Check-in meetings w/ Supervisor 10:00 a.m.
- Local Partnership ED Meeting 11:00 a.m.
- Check-in phone calls w/ members

THURSDAY

- AmeriCorps Service 8:30 a.m. - 5:00 p.m.
- Update Matrix data 10:00 a.m. - 12:30 p.m.
- Send reminders about matrix submission to members

SATURDAY

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- Day Off
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SOMETIME THIS WEEK

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