

JA Day Training – Calendar Invite Template

Hello everyone,

Thank you for volunteering with JA in a Day at **SCHOOL NAME**. I look forward to seeing you at our training next week. If you can't attend, please make sure your partner can attend and get your kit. I have attached a link for you to complete your volunteer bio/conduct standards form.

We still have # spots that need to be filled so spread the word.

***Volunteer Bios/Conduct Standard Forms** – please fill out [online](#). ***Please note, JA needs this form completed each school year, so even if you have volunteered last school year, please fill it out again.*

When: Wednesday, May 3rd @ 11 – 11:45 am

Where: 4th Floor Conference Room

Why: To receive JA kits, discuss curriculum & logistics and complete bio form (if not completed already).

Thank you for your support!

Signature