

General Volunteer - Day Of Details!

Hello!

Thank you for volunteering with the Kansas Job Olympics event this year! We are THRILLED to see you on **Thursday, March 26, 2026** at Job Olympics! We are very thankful to Johnson County Community College (JCCC) for donating the space for this event each year.

This email includes important information as a **Volunteer** at this event! Please note, masks are optional. Please dress in business casual attire or feel free to wear anything with your company logo.

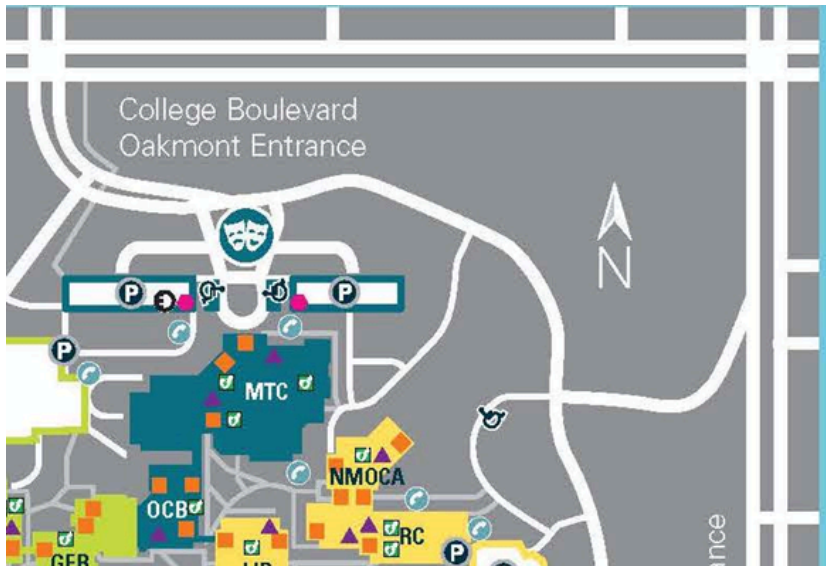
If you are no longer available to volunteer at this event, please respond to this email so that we can make adjustments as needed. We appreciate you volunteering your time at this event!

ARRIVAL INFO.:

The event is located at Johnson County Community College in the Midwest Trust Center (MTC) Building.

LOCATION: 12345 College Blvd. Overland Park, KS 66210.

View the [CAMPUS MAP](#).



- Please arrive by **7:45 AM** to get checked in, get a volunteer name badge, and set up.
- Park on the EAST side garage of the Midwest Trust Center Building. You will walk through the entrance at the circle lot.
- Check-In at Krebs Conference Room (Room 107) in the main lobby area.

Information Specific to Your Volunteer Sign-Up: GENERAL VOLUNTEER

- We will have our General Volunteers assist with Room Set-Up and making sure each event room has been set-up for the assigned competition.
- We still have a need for Event Judges and Event Captains – you may be asked to step-up into one of these volunteer positions after Registration check-in is completed.
- If you are not serving as an event judge, General Volunteers will be roaming/circling the event competition rooms to ensure everything is running smoothly or help as needed.
- You may be asked to help enter data in the event rooms.

EVENT COMPETITION INFO:

- Each Room/Event will have a blue folder that includes the following:
 - List of Student Competitors in the event
 - Scoring Sheets (paper or laminated)
 - Map of Event Rooms
 - List of Event Rooms
 - List of Lunch Locations for schools
 - Label/Sticker with the following contact information: TEXT Sarah at 860-558-7033 or 913-735-5020 when your event is completed.
- You can CLICK the links below to find your name on the SignUp Genius if you do not remember the event you chose.
 - Judges
 - Captains
 - General Volunteers
 - Tabulation Room Volunteers
- The [MTC and RC Floor Plans](#) (same as 2025) of competition rooms and [JO Events and Rooms List](#) with room numbers are also available on [our website](#) (and attached to this email).

If you are familiar with GOOGLE SHEETS and have the ability to stay until NOON, we would appreciate any help in the Tabulation ROOM (MTC Check-In area Krebs Conference Room). This is where we determine the winners of the events, and count ribbons to be distributed to the schools as they prepare to leave.

Event Schedule!

Our event will run like previous years. See schedule below.

Arrival: 8:00AM – 8:45AM
Competitions: 8:30AM – 11:00AM
Lunch: 11:00AM – 11:45AM
Awards Presentation: 11:45AM – 1:00PM
Dismissal begins: 1:00 PM - 2:00PM

HEALTH, SAFETY AND EMERGENCY INFORMATION:

Masks are optional.

Emergency Response Plans for Campus:

[JCCC Emergency Response Plans](#)

NO SMOKING: No Smoking is allowed. Anyone who is caught violating this rule will be asked to leave.

ACCESSIBILITY: Johnson County Community College is a handicap accessible facility. Just like in previous years, there will be a specific area with cot for changing/bathroom needs of a student that would require this type of accessibility while on campus.

MTC Room 232

QUESTIONS: Our website should include all of this information for you to access at any point during the event. [www.jobolympics.com](#) You can also call or text my cell phone: 913-735-5020.