

Orientation

- Outline.** We discuss the outline for integration and training.
- Introductions.** Introduce entire staff and the roles they play. Stress the importance of the business end of this operation so that incoming volunteers appreciate the need to be professional.
- Our mission.** Discuss our mission at KZYX and how they might fit in with that mission. Explain that no one programmer is more important than the station as a whole and that we serve the audience not ourselves.
- What it takes.** Handout our handbook and rules and regulations for the privilege of getting on the air. Stress the commitment we would need from them to be considered for training and possibly an on-air shift.

Basic computer skills, Ability to read and follow directions, Attention to detail, Ability to take criticism, Openness to learning new technology, Commitment to being on time every time, Commitment to follow both FCC and Station rules and policies.
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- Discussion.** We discuss the stations plans for the future and what the potential new volunteer would like to do. We then evaluate them to see if we want to invite them in for training.