

By Kelsey-
SW Regional Coordinator 2020-21

A typical day for me includes:

- Sending and answering emails
- Researching schools to find potential outreach contacts or campus liaisons
- Tracking, recording, and organizing all the information I find

Week:

- Meeting with fellow regional coordinators, the statewide coordinator, and Kris to plan and prepare for events and collaborate on outreach
- Meeting with all the campus liaisons in my region to help with outreach and coordinate a plan
- Doing outreach to the schools in my region
- Brainstorming new ways to do outreach (especially during covid)
- Planning and researching for our region's student-driven grant project

Month:

- Meeting with campus reps, student governments, clubs, etc. to present about WA-SEN and the opportunities we have for students
- Meeting with legislators to educate about the Washington College Grant
- Making sure my campus liaisons have the tools and materials they need to do outreach and helping them wherever I can
- Checking in with other coordinators and giving them a hand where and when I can

How to plan for busy times (like the summits and legislative days)

- Make sure you do your research beforehand and have a list of contacts ready
- Make sure to communicate and coordinate with your campus liaisons so they can help with outreach on their respective campuses
- Have a system or plan for how you're going to tackle outreach
- Do your research on the schools, legislators, etc. and make sure you and your liaisons are prepared

**everything really depends on how many schools you have in your region, how many liaisons you have, how much you decide to take on, etc.