

## Volunteer's Frequently Asked Questions

### **What is *JA BizTown*®?**

*JA BizTown* gives thousands of students in grades four through six the opportunity to learn about our economy by participating in both a multi-week, teacher-led classroom curriculum and a fun simulation to assure a well-rounded learning experience. Students run banks, manage restaurants, read utility meters, write checks, and even vote as they experience *JA BizTown*, Junior Achievement's Elementary School Capstone Program. This is a fully interactive, true-to-life simulation where students learn the fundamental relationship between academics and life beyond school. *JA BizTown* helps students envision the possibilities of what they can be by helping them see the value of staying in school. Our interactive curriculum engages and excites students, leading to stronger critical-thinking and decision-making skills and more confidence.

### **Who can volunteer for *JA BizTown*?**

JA volunteers come from diverse backgrounds. They span all age groups and include business professionals, parents, community members, military personnel, college students, and retirees.

### **What is my volunteer role at *JA BizTown*?**

As an active participant in a *JA BizTown* simulation, your role will be to assist a group of 4-14 students by:

- Leading scripted staff meetings
- Assisting students to read and follow business directions
- Ensuring the safety and security of the students
- Encouraging students to do their work to the best of their ability
- Assisting students with their personal checkbook registers

### **Before I arrive, what training is expected?**

There are two training sessions to prepare you for your volunteer experience at *JA BizTown*: online (prior to simulation/visit) and in person (day of the simulation/visit). The first training session may be completed at your convenience and takes approximately 20 minutes online. To access the training, go to the Junior Achievement of Northern Indiana website ([www.jani.org](http://www.jani.org)), click on "Programs" from the menu at the top of the screen. Then click on "Local Programs" and "*JA BizTown*." In the right hand column, under Volunteer Resources, select "*JA BizTown* Volunteer Training" link.

**I already did the online training; do I really need to be at *JA BizTown* an hour prior to the students' arrival?**

It is highly recommended to help ensure a great day for you and the students. The second training session takes place prior to the students' simulation. It begins promptly one hour before the students arrive at the *JA BizTown* facility (601 Noble Drive, Fort Wayne, Indiana 46825). You will learn how *JA BizTown* operates and what your role will be during the simulation. Please be sure to arrive one hour prior to student arrival time for this training

**Approximately, how long will I be at *JA BizTown*?**

You will be at *JA BizTown* for 5-6 hours depending on the length of your school's simulation time.

**What is the *JA BizTown* staff's role during the simulation?**

The staff is present to ensure a successful day. The staff at *JA BizTown* will be available to assist you with all of your questions, keep the schedule/time, and make announcements about important events throughout the day.

**What about lunch? Will I get to eat lunch with my child?**

Unless your school has made other arrangements, you will need to bring a sack lunch that does not need refrigeration. *JA BizTown* will provide complimentary drinks and popcorn during your lunch break. Yes, you and your child will have the same lunch break.

**What door do I enter when I arrive? Where should I park?**

Please enter the *JA BizTown* door by the outdoor digital sign. There is available parking available next to the *JA BizTown* facility, on the north side of the building.

**What should I wear?**

Wear comfortable shoes and clothes. You may be sitting on the floor with the students.

**Where can I leave my personal belongings?**

Each business has a cabinet where you may store your personal belongings and lunch.

**Can I take pictures?**

You may take pictures of your own child. Please avoid taking pictures of any child who is wearing a green "Do Not Photograph" button. Please do not publish any pictures of any students except your own child.