

**TENNESSEE YMCA  
CENTER FOR CIVIC ENGAGEMENT  
COLLEGE STAFF  
EXPECTATIONS & GUIDELINES**

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1. College Staff is expected to dress in business attire for the Conference.
2. We're not your mother, we don't need or want to know your every move, however, for simple security reasons, we do need to know if you plan to leave the conference—and a manner in which we could reach you in an emergency. If you can't find Susan, Allison or Andrew then please send them a text.
3. Use of alcohol and tobacco products is prohibited during the conference.
4. We CANNOT afford to pay for you to park your car at the hotel. However, the YMCA does have a locked & fenced lot in which you may park. You will simply need to call or stop by the hotel when you arrive and we will arrange for you to be let in at the YMCA lot and transported back to the hotel. (This only applies to Youth in Government in the spring. Parking is free at MUN conferences).
5. You will receive a stipend for the weekend. It will be prorated based upon which day you arrive and if you have to leave early.  
*Note:      \*Pizza will be provided each night after delegate curfew.  
              \*Breakfast is free at MUN conferences.  
              \*College Staff is treated to lunch Sunday afternoon following closing ceremonies for all conferences. Please plan to join us!*
6. Talking with College Staff is not a valid excuse for a delegate to be out of his/her room after curfew. Please be aware that your status as college staff does not grant carte blanche to students with whom you may have prior relationships.
7. Also, there is a fine line between college staff & officer that you cannot cross. You do not, for example, want to usurp the authority of the conference officers. If a question or issue arises about procedure or resolutions, etc., you should take that to an officer or to Susan or Allison.
8. College Staff is expected to be onsite at the hotel at all times except during meals. There will be a meal rotation for all volunteers. If you need to leave for any other reason, please speak with Susan or Allison prior to leaving.

I have read and will adhere to all college staff expectations and guidelines:

College Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_