# 33 Actively Promote Peak Adventures

## How to Get a Manager Check-Off

Work a Promo Booth, a Class Visit or any other formal event where you are promoting Peak Adventures.

## Procedure Details

Contact the Sales and Outreach Specialist (Marketing Specialist as a backup) to be scheduled on an opportunity to promote Peak Adventures. Promotional opportunities may be located on or off campus. The location of the promotional event will determine how much prep time you will be scheduled for. Typically, the hours listed in the calendar item you are sent will include your prep time (unlike Challenge Center calendar items). When in doubt, always double check with the supervisor who scheduled you.

During this time, you are representing a professional organization to the public. You are always expected to wear a Peak Adventures shirt, unless otherwise noted, and present yourself in a professional manner while interacting with the public on the behalf of Peak Adventures. You are expected to be ready to talk enthusiastically about Peak Adventures and “sell” our programs.

The calendar item should have a document attached to it with some guidelines to follow when promoting Peak Adventures. Be sure to review this document and if you have any questions, any member of management can assist you.