

Virginia Master Naturalist Program Training

Risk Management Notes for Presenters

Thank you for teaching Risk Management for Virginia Master Naturalist volunteers and for using some of our curriculum materials! We have a few tips and recommendations for presenters.

1. **Length.** If you stick completely to the script, then the presentation will be less than 35 minutes, not including the scenarios at the end. However, if you embellish the script, add your own perspectives and stories, and solicit and answer questions as you go along, it will be longer. We recommend that you take a look at the presentation and script ahead of time and plan how you will fit it within your given time frame. We highly encourage you to allow time for volunteers to interact, ask questions, and practice skills.
2. **Covering the Objectives.** We have designed the Risk Management curriculum materials so that the PowerPoint presentation and the reading work together to meet all of the required objectives. The Virginia Tech Office of Risk Management has reviewed and approved these materials.
3. **Active Learning.** Using the scenarios at the end or other scenarios that you create will make the presentation more interactive and help the volunteers build the skills they need as Virginia Master Naturalists.
4. **Accompanying Handouts.** Volunteers should receive the “Safety and Risk Management for Virginia Master Naturalist Volunteers” handout and read it before the risk management training. In addition, volunteers should receive printed copies of the emergency procedures card so that they can fill it out during class. They should also receive the Accident/Incident Report Form. If you are the Risk Management presenter, we ask that you make sure volunteers receive these materials. Links to the handouts are available at <http://www.virginiamasternaturalist.org/risk-management.html>.
5. **Use of images.** Please note that we have carefully curated the collection of images for the PowerPoint presentation. We have ensured that we have permissions for our use of every photo, and we have indicated the image author, source, and license on every slide in the presenter notes area. We have also noted the author directly on every image. The permitted uses include your giving the presentation and our publishing of a video version of the presentation on the VMN website. The do not necessarily extend beyond that, so please do not publish all or part of the presentation elsewhere or use the images for other purposes without obtaining the necessary permissions from the authors.



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