

# Training Information for Community Engagement Volunteers

Dear Volunteers,

We are excited to invite you to our upcoming training program designed to equip you with the necessary skills and knowledge for effective community engagement. Below are the details:

## Training Schedule

- **Date:** April 15, 2023
- **Time:** 10:00 AM - 4:00 PM
- **Location:** Community Center Hall, 123 Community St.

## Training Agenda

1. Introduction to Community Engagement
2. Effective Communication Techniques
3. Strategies for Outreach and Involvement
4. Working with Diverse Communities
5. Action Planning and Next Steps

## What to Bring

Please bring a notebook, writing utensils, and any questions you may have about community engagement.

## RSVP

Kindly confirm your attendance by April 5, 2023, by replying to this email or contacting us at (123) 456-7890.

Thank you for your commitment to our community. We look forward to seeing you!

Warm regards,

The Community Engagement Team