

Clean Energy Communities Staffing Notes

Firstly, thank you for sharing your community's clean energy stories in the Clean Energy Exhibit in the Eco Experience! We hope it will inspire other communities from around the state to follow your lead.

Secondly, watch the general overview video; it will provide additional information about the event, including history, transportation, safety, and more.

Thirdly, please arrive on time for your shift, and allow extra time for transportation, parking, walking, and weather delays. It ALWAYS takes more time than you think it will! If your shift begins at 9:00, be inside the building by 8:30 at the latest! If you have equipment to set up (computer, etc.) maybe by 8:00. We have a computer and monitor in the storage room, if you need it. It is not connected to WiFi or the internet. Ask Commerce staff to help set up on the café table.

Finally, rely on any Commerce worker (navy polos, name tag) to assist with whatever you need, including breaks, equipment issues, etc.

Call or text Terry Webster with any issues that can't be resolved onsite: 651-485-4169

Engagement tips:

1. Each participating community will have developed their own talking points, which will be supported by their "trading cards" located in the brochure pockets by each community poster.
2. Be sure to greet visitors, say which community you are representing, and talk about the programs on the cards.
3. If you have give-aways, **don't offer until you have made an initial description.** Avoid the "grab and run" tendency.
4. Finally, invite them to visit the Clean Energy Cinema by saying something like:
 - a. "If you have a couple minutes, we have a little theater (point to doorway to theater) showing very short videos of Minnesota clean energy communities. There are benches and a fan!"