

FRIDAY
JULY 14, 2017

TIME	SUBJECT	INSTRUCTOR
8:00 a.m. – 9:00 a.m.	Registration	
9:00 a.m. – 9:04 a.m.	Call to Order Invocation Pledge of Alliance Preamble	Gene Hellickson Dept. Chaplain Dept. Sgt.-At-Arms Gene Hellickson
9:04 a.m. – 9:10 a.m.	Welcome and Review of College	Gene Hellickson
9:10 a.m. – 9:30 a.m.	Introductions of Instructors and Attendees	
9:30 a.m. – 10:30 a.m.	History & Organization of the American Legion	DVD
10:30 a.m. – 10:45 a.m.	Break	
10:45 a.m. – 12:00 p.m.	Resolutions	Richard Ramey
12:00 p.m. – 1:00 p.m.	Lunch	
1:00 p.m. – 2:00 p.m.	Leadership	Betty Fish-Ferguson
2:00 p.m. – 3:00 p.m.	Membership and Post Activities	1 st Vice Commander
3:00 p.m. – 3:15 p.m.	Break	
3:15 p.m. – 3:45 p.m.	Proper Dress and Legion Caps	Phyllis York
3:45 p.m. – 5:00 p.m.	Department Polices	Jared Dyer
5:00 p.m.	Adjourn till 8:00 a.m. tomorrow	

SATURDAY

JULY 15, 2017

TIME	SUBJECT	INSTRUCTOR
8:00 a.m. – 8:30 a.m.	Registration if you didn't register yesterday	
8:30 a.m. – 9:30 a.m.	The Functions of the Post Service Officer	Toni Cordell
9:30 a.m. – 10:30 a.m.	The American Legion Protocols	Lou Neubecker
10:30 a.m. – 10:45 a.m.	Break	
10:45 a.m. – 12:00 p.m.	The Function of our Department of Oregon	Jared Dyer
12:00 p.m. – 1:00 p.m.	Lunch	
1:00 p.m. – 1:30 p.m.	Finances	Kevin Owens
1:30 – 2:15 p.m.	Post Evaluation and Analysis, motivation & recognitions	Richard Ramey
2:15 p.m. – 2:45 p.m.	The Importance Off Filing Year In Reports to Department	Richard Ramey
2:45 p.m. – 3:00 p.m.	Break	
3:00 p.m. – 3:45 p.m.	Department Programs	2 nd Vice Commander
3:45 p.m. – 4:15 p.m.	Public Relations	Vandee Mauser
4:15 p.m. – 5:00 p.m.	How best to use My Legion.Org	John Reish
5:00 p.m.	Adjourn till 8:00 a.m. tomorrow	

SUNDAY

JULY 16, 2017

TIME	SUBJECT	INSTRUCTORS
8:00 a.m. – 8:30 a.m.	District Commanders scheduling of Caucuses	District Commanders
8:30 a.m. – 8:45 a.m.	Training and Development Committee	Jackie Collison
8:45 a.m. – 9:15 a.m.	Fill out Critiques Forms	Attendees
9:15 a.m. – 9:45 a.m.	Questions and Answers	Attendees & Instructors
9:45 a.m. – 10: 15 a.m.	Hand out Certificates	Gene Hellickson and Training & Development Committee
10:15 a.m. – 10:45 a.m.	Pictures	Don Weber
10:45 a.m. – 11:15: a.m.	Closing Remarks Benediction Salute the Colors	Gene Hellickson Dept. Chaplain Gene Hellickson
11:15 a.m.	Safe Travel Home	