

KTA Program Aide Report

I'll give a quick rundown of all the different things I've worked on since starting at the end of May.

I assisted in creating information packets for and then attended the lobby day in Harrisburg.

Marketed the KTA Trail Challenge online.

Wrote several articles for the monthly newsletter.

Worked on obtaining speakers for Prowl the Sproul and Elk Quest.

Ordered and organized supplies for the Trail Challenge.

Wrote July appeal letter and corresponding thank you letter.

Participated in outreach at Jubilee Day.

Attended PA House Fish and Game Committee hearing.

Attended a trail care event in Everett on the Mid State Trail.

Packaged and prepared orders for shipping.

Revised, edited, and implemented the KTA online survey.

Wrote press release for Prowl the Sproul.

Updated and revised all the checkpoint instructions for Trail Challenge.

Wrote bequest cover letter for people who said they were interested in getting info on bequests.