

# New Member Onboarding Sheet

<b>New Member Name:</b>	<b>Contact Number:</b>
<b>Assigned Buddy:</b>	<b>Email:</b>
	<b>Date:</b>

Phase	Task	Responsible Person(s)	Notes/Comments	Completed
Pre-Registration	Discuss membership and direct them to Apply Online	Senior Member, Brigade Member		
	Process online application, including coordinate brigade interview	Captain, Senior Captain, or Secretary	An established official process already	
Onboarding	Training: Member Induction	Member		
Probation	Training: BF Modules			
Full Member				

Revision #5

Created Wed, Oct 25, 2023 2:24 PM by Nick Kremer

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