



Jazlyn Young

April 2026

For the month of March:

Visitor Information Center:

- Provided information to visitors about accommodations, attractions, recreation options, dining, and local events
- Answered phone calls and emails to help future and current visitors plan their stay in Helena
- Informed visitors of local events that are occurring while they are in town
- Shared information and hours for the Montana Heritage Center
- Gathered extra Visitor Information handouts such as maps, rack cards and Visitor Guides
- Put together information and supplies for groups/conferences that were coming to Helena

Website, Marketing & Promotion:

- Composed Mass and Local newsletters for circulation via MailChimp
- Researched and uploaded new events to the website
- Prepared Visitor Guides to be mailed out to individuals planning to come and visit Helena
- Sent digital Visitor Guides to individuals coming to Helena for training at the Rocky Mountain Emergency Services Training Center

Miscellaneous:

- Continued working on the Faces of Helena Project
- Learned more about the Open Audio Tours app and what we can do in the future