



**Upper Midwest Alliance of YMCAs
YMCA Professional Network Chapters 41 & 42
GENERAL ACCESS: Peer Community Staff Contact List
Located in a Tracker on Link**

View the Tracker: <https://link.ymca.net/tracker/share/Mzo6MjkzOjoxNDk>

Video tutorial to use the Tracker: <https://vimeo.com/778965466/f849620d81>

Reminders:

- If one staff person manages multiple departments, they might be listed multiple times in the Tracker. For example, if they supervise Aquatics and Wellness, they would be entered once under Aquatics and again under Healthy Living.
- Use the Search box in the upper, right corner of the screen to quickly find names or YMCA association names. You can also use the filter icon at the top of each column, similar to an Excel spreadsheet.
- **To download information**, filter the Tracker to show the entries you need. Click the 'Tools' button on the top right corner of the screen > Download > xls. (If you plan to send a group email, always BCC recipients!!)
- If you noticed an error that needs to be fixed, contact the person in your YMCA association listed as a "Tracker Auditor" in the column called *Leadership Role & Term*. You may also notify Julia Wohlt.
- If you cannot view the Tracker the first time you enter, make sure to 'Join' the [YMCA Professional Network Community](#) on Link.
- If someone doesn't fit into a Peer Community, they would be marked 'No Applicable PC'. Keep in mind they will receive no individual communications from any Peer Communities if this is their selection.

Questions/Comments:

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