

2018 Volunteer Opportunities Matrix

Use the information on these pages to find the volunteer opportunity that works best for you!

Volunteer activity (listed alphabetically): A through D	What kind of work will I do?					What is the time commitment?					What skills or expertise do I need?					What are the training requirement(s)?				
	Work with Plants	Help w/ Education Activities	Help with Events	Work with Friends of The Arboretum	Work with children	On your own schedule	Weekly	Once a month	3-6 times per year	One month per year	Once a year	Plant knowledge	Enjoy working with people	Knowledge of Arboretum	Must be able to bend and stand for long periods of time	Must be able to dig/lift/carry	Requires a background check	Requires 2-hour training session & paperwork	Staff supervisor may require further training	Requires 30-minute orientation & paperwork
Adopt-a-plot (Jesse)	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Arbor Day (Molly/Dawn)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>		H	E	E	R					<input checked="" type="checkbox"/>
Set-up (27 April 2018)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>					R	R				<input checked="" type="checkbox"/>
Assist with tree giveaway (28 April 2018)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>	H	R			R	R				<input checked="" type="checkbox"/>
Take-down (28 April 2018)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>					R	R				<input checked="" type="checkbox"/>
Event photographer (28 April 2018)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>					R					<input checked="" type="checkbox"/>
Band Concert (Dawn)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R								<input checked="" type="checkbox"/>
Set-up/take-down (7 July 2018)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R			R	R				<input checked="" type="checkbox"/>
Event photographer (7 July 2018)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		E			R					<input checked="" type="checkbox"/>
Birdhouse Display & Silent Auction (Marvis/Charlotte)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R	E					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Set-up (14-17 April 2018)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>			E	R	R			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Photographer (16-18 April 2018)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>		H	R					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Take-down & silent auction (6 May 2018)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		E	E	R	R			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Collections photographer (Molly/Emily)	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		E	H	E	H				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Discovery cart educator (Jackie)		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			E	R	E	R		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Key to symbols and letters

- ⌘ Weekly in months of April, May, September & October
- The work fits in this category

- H = helpful (no expectation that you will have prior experience)
- E = encouraged (very helpful to have this knowledge and/or experience)
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Volunteer activity (listed alphabetically): E through J	What kind of work will I do?					What is the time commitment?					What skills or expertise do I need?					What are the training requirement(s)?				
	Work with Plants	Help w/ Education Activities	Help with Events	Work with Friends of The Arboretum	Work with children	On your own schedule	Weekly	Once a month	3-6 times per year	One month per year	Once a year	Plant knowledge	Enjoy working with people	Knowledge of Arboretum	Must be able to bend and stand for long periods of time	Must be able to dig/lift/carry	Requires a background check	Requires 2-hour training session & paperwork	Staff supervisor may require further training	Requires 30-minute orientation & paperwork
Friends' Spring Plant Exchange (5 May 2018) (Dawn)	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>	H	R	H							<input checked="" type="checkbox"/>
Set-up (8:30-10:00 a.m.)	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>	R	R		R	R					<input checked="" type="checkbox"/>
Clean-up (10:30-11:00 a.m.)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R		R	R					<input checked="" type="checkbox"/>
Friends' Fall Plant Exchange (6 Oct. 2018) (Dawn)	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>	H	R	H							<input checked="" type="checkbox"/>
Set-up (8:30-10:00 a.m.)	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>	R	R		R	R					<input checked="" type="checkbox"/>
Clean-up (10:30-11:00 a.m.)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R		R	R					<input checked="" type="checkbox"/>
Friends on the Farm Tomato Celebration (15 Aug. 2018) (Dawn/Nancy)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R		R	R					<input checked="" type="checkbox"/>
Planning			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R		H	H					<input checked="" type="checkbox"/>
Set-up			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R		R	R					<input checked="" type="checkbox"/>
Preparing tomato samples			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R		R	R					<input checked="" type="checkbox"/>
Take-down			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R		R	R					<input checked="" type="checkbox"/>
Hospitality Committee (Carla/Marvis)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		R	E	R	H			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
John's Run Local 8K at the KY Horse Park to benefit The Arboretum (12 May 2018) (Molly)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>		E	H	E						

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Volunteer activity (listed alphabetically): K through O	What kind of work will I do?					What is the time commitment?					What skills or expertise do I need?					What are the training requirement(s)?				
	Work with Plants	Help w/ Education Activities	Help with Events	Work with Friends of The Arboretum	Work with children	On your own schedule	Weekly	Once a month	3-6 times per year	One month per year	Once a year	Plant knowledge	Enjoy working with people	Knowledge of Arboretum	Must be able to bend and stand for long periods of time	Must be able to dig/lift/carry	Requires a background check	Requires 2-hour training session & paperwork	Staff supervisor may require further training	Requires 30-minute orientation & paperwork
Kentucky Children's Garden benefit run/walk co-sponsored by John's (23 June 2018) (Molly)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>										<input checked="" type="checkbox"/>
Prep materials [off-site at John's Shop] (prior to June 23rd)			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>		E	H	R						
Day of event course assurance	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>	E	R	H	R		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Day of event logistics			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>		R	R	R						
Kentucky Children's Garden Event Volunteer (Jackie)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			H	R	H	H		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Kentucky Children's Garden Field Trip Volunteer (Jackie)		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		⌘	⌘			E	R	H	R		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Kentucky Children's Garden Greeter (Jackie)					<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			H	R	H			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Kentucky Children's Garden Model Train Operator (Jackie)					<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				R		R		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Lecture Committee (Deb/Susan)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		R	H						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Membership Committee (Nancy)			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		R	H						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Native Plants volunteer (Emily) (Thursdays, 10 a.m. to 12 p.m.)	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		E	R	H	R	R				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Outreach volunteer (Jackie)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		E	R	E	H	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

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	Work with Plants	Help w/ Education Activities	Help with Events	Work with Friends of The Arboretum	Work with children	On your own schedule	Weekly	Once a month	3-6 times per year	One month per year	Once a year	Plant knowledge	Enjoy working with people	Knowledge of Arboretum	Must be able to bend and stand for long periods of time	Must be able to dig/lift/carry	Requires a background check	Requires 2-hour training session & paperwork	Staff supervisor may require further training
Party for the Pumpkins (13 Oct 2018) (Nancy/Dawn)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R	E	R	R			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Planning committee		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		R	E	H	H			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Activities and supplies prep		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		E	E	R	R			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Set-up			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R	E	R	R				<input checked="" type="checkbox"/>
Take-down			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		R	E	R	R				<input checked="" type="checkbox"/>
Event photographer			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>		E	R	R				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
StoryWalk installer (Jackie)		<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>								R	R			<input checked="" type="checkbox"/>

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