

VOLUNTEER JOB DESCRIPTION

1. Job Title: **Kentucky Children's Garden Event Volunteer**
2. Months of the year this job holder will be actively engaged:
March through October
3. Level of Commitment: **as needed**, typically once a month
4. Minimum number of hours per week we anticipate you will need to expend to complete the job: **2-4 hours per event**
5. The Arboretum staff member who will supervise your work:
Jackie Gallimore
6. Job description:
Event Volunteers will staff stations and engage visitors in activities.

The job includes the following tasks:

- Complete a Kentucky Children's Garden Volunteer Training that includes a background check.
- Review the lesson plan before the event and prepare as needed.
- Help to set up stations before the event begins.
- Present information and activities to children and their families. Assist them as able and as needed.
- Engage with guests in a professional and friendly manner.
- Help clean up after events.
- Must be able to sit and stand in various weather conditions for a length of time.