4 PHASES OF LEADING SUCCESSFUL VOLUNTEER PROJECTS

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Urban Natural Areas Seminar
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EarthCorps envisions a global community of leaders who create a world where people and nature thrive together.

EarthCorps builds this community by bringing together young adults from around the world for an environmental leadership training program in Seattle, Washington where they work to restore the health of the Puget Sound region.
WHY WORK WITH VOLUNTEERS?
WHY WORK WITH VOLUNTEERS?
PHASE 1
REMOVE BARRIERS TO ACCESS
PHASE 1: REMOVE BARRIERS TO ACCESS

WHERE?
PHASE 1: REMOVE BARRIERS TO ACCESS

WHAT?
WHEN / HOW

PHASE 1: REMOVE BARRIERS TO ACCESS

LESCHI PARK: CENTRAL SEATTLE

Join EarthCorps and the Green Seattle Partnership as we continue to work in Leschi Park! This rolling hillside with great views of Lake Washington was once a campsite of Chief Leschi of the Nisqually tribe.

The Basics

Register an Individual/Group for an Event

Event Information
- Event Name: Leschi Park: Central Seattle
- Date and Time: Saturday, February 12, 2011 at 8:30 AM - 2:00 PM
- Contact Information:
  - First Name:
  - Last Name:
  - Where do you work or live?
  - Email:
  - Phone:

Volunteer Information
- I am a Military Veteran: [ ] Yes [ ] No
- I am 16 years or younger: [ ] Yes [ ] No

Please select:
- [ ] I am a Veteran
- [ ] I am 16 or younger

The personal information you choose to provide below will be kept confidential and will not be associated with your name or contact information. The information you provide will be used only to contact you in case of inclement weather.

Volunteers be doing at the event?
- Take care of our parks and make them more inviting and accessible to the residents of the park.

Volunteer:
- Please select:
- [ ] I am a Veteran
- [ ] I am 16 or younger

Other ways you can help:
- [ ] I am a Veteran
- [ ] I am 16 or younger

If you have any questions, please email us:

Other ways you can help:
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In order to help create healthy forests, the work can include:
- Removing aggressive weeds (like English Ivy or Himalayan Blackberry)
- Maintaining areas where these weeds have been removed (weeding or spreading mulch)
- Planting trees and shrubs during the rainy season (often = Oct.-Feb.)

and comfort please bring:
- In get dirty (because it will!)
- Long sleeves (helps protect against prickly plants)
- A handle some mud (closed toe shoes are required) such as work boots, hiking socks, etc. NO sandals, flats or heels
- Warm layers OR sun protection (check the weather!
- Snacks (to refresh)
- A (we will have a jug on-site for refills)
- A/Coffee
- An ice pair of gloves, feel free to bring them (otherwise we're happy to provide a pair)
- Open rain or shine!

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PHASE 2

ESTABLISH STRUCTURE & SYSTEMS
Hospitality Bins

Volunteer Vehicles

PHASE 2: ESTABLISH STRUCTURE AND SYSTEMS

Regular Systems Maintenance

Below is the name of the point person for the designated systems, they are not the only person doing them. Volunteer/Outreach Specialists will work as a team to complete all tasks, utilizing the point person to make sure everything is done well.

<table>
<thead>
<tr>
<th></th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gloves</td>
<td>Adam</td>
<td>Pat</td>
<td>Nikki</td>
<td>Skye</td>
<td>Emma</td>
</tr>
<tr>
<td>Vehicles</td>
<td>Emma</td>
<td>Skye</td>
<td>Pat</td>
<td>Nikki</td>
<td>Pat</td>
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<tr>
<td>Hospitality &amp; Bins</td>
<td>Skye</td>
<td>Pat</td>
<td>Adam</td>
<td>Emma</td>
<td>Adam</td>
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<tr>
<td>Skylight, Utility &amp; Tahoma Rooms</td>
<td>Nikki</td>
<td>Pat</td>
<td>Adam</td>
<td>Emma</td>
<td>Adam</td>
</tr>
<tr>
<td>Tools &amp; Parts</td>
<td>Pat</td>
<td>Adam</td>
<td>Emma</td>
<td>Adam</td>
<td>Adam</td>
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</tbody>
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Gloves:
- Make sure gloves are washed, dried, paired and put away every week.
- Keep an eye on the laundry detergent & add to shopping list when it’s getting low.
- Monthly – Clean out water trap at bottom

Vehicles:
- Fill out vehicle check for vans 4, 10, and 12 every week and put in Paula’s mailbox.
- Email Paula immediately with any concerns about vehicles and cc: Mariaska
- Check "Dry-2-air" containers and empty water/refill as needed.
- Keep an eye on tires, gas and mold.
- Fill fluids, air, etc. as needed. Check vehicle box inventory and update as needed.

Hospitality/Bins:
- Check and restock each volunteer bin (at least weekly). Use whiteboard to communicate info.
- Keep an eye on the restock bin, print extra paperwork and gather extra supplies as needed (stickers, pens, binder clips, community service verification forms, etc).
- Includes bins in vehicles!
- Sweep the entire Tahoma Room

Skylight/Utility/Tahoma Rooms:
- Vacuum ECV office, clear table, and take out trash/recycling.
- Vacuum inside of washer, dryer, and inside dryer lint trap.
- Clean the utility sink in utility room.
- Put away any stray volunteer supplies and take out anything that belongs somewhere else (buckets, clipboards, mugs, etc).

Tools/Flex:
- Maintenance, sharpening, re-taping and oiling vehicles tools.
- File away youth waiver forms, laminated signs, and any other papers the need filing.
PHASE 3

FOSTER CONNECTION
PHASE 3: FOSTERING CONNECTION

FIRST IMPRESSIONS
PHASE 3: FOSTERING CONNECTION

Intentional Introductions

Ice breakers & context

Safety Talk

Work Demo
Delegate! Empower!
PHASE 3: FOSTERING CONNECTION

MAKE TIME FOR FUN

Games

Nature Moments
PHASE 3: FOSTERING CONNECTION

Facilitate Reflection
PHASE 4
MAINTENANCE & MONITORING
SUMMARY

1.) Remove Barriers to Access
2.) Establish Structure & Systems
3.) Foster Connection
4.) Maintenance & Monitoring
THANKS!