



Volunteer Job Description – Youth Discovery Tour Co-Leader: Teen/College
Applications for Summer 2024 will be accepted through March 10, 2024

To discuss or apply for this volunteer position, please email volunteer@dmbotanicalgarden.com or call 515-323-6290.

Program: Youth Discovery Tours

Summer youth discovery tours are programs utilized by daycares, childcare and summer camp programs. Volunteers may be youth or adults that enjoy working with the public and educating children. This role is ideal for those who enjoy environmental sciences, teaching, speech/public speaking, theater/drama or a combination of all.

Time Commitment:

Training: One hour training session in late May. Date and time to be determined. Training is mandatory but can be rescheduled if needed. New volunteers will also be scheduled to shadow experienced staff or volunteers in early June. Shadowing and co-leading will begin the second full week of June.

A minimum commitment of **three** Summer Youth Discovery Tour programs per month is required in June, July and early August. Tours are scheduled between the hours of 9 a.m.– 4 p.m., Tues - Fri. and the commitment is approximately 2 hours per session. Volunteers can self-select shifts as they are available.

Activities:

- **Summer Youth Discovery Tours:** Volunteers are trained to introduce groups of children to the Botanical Garden through an interactive tour. The tour will take place in both outdoor and indoor spaces and is accompanied by a quick game/activity and small take home project. Volunteers will co-lead (with another teen or an adult volunteer) groups of no more than 25 elementary school aged youth and their adult chaperones.
 - Summer Guided Tours are approximately a 2-hour commitment per session consisting of
 - 30 minutes preparation and set-up
 - one hour tour
 - 30 minutes clean up and tear-down

Requirements:

- Age 14 or older.
- Availability to work a minimum of three Summer Guided Tours per month.
- An interest in encouraging youth to explore the world of plants. Botanical concepts and talking points are taught at training.
- Comfortable co-leading groups with a maximum of 25 youth (with assistance of chaperones).
- Ability to direct both participants and adult chaperones as needed.
- Comfortable with public speaking and projecting your voice over background noise.
- Ability to be on your feet for an extended period of time and move along various inclines and grades with ease.
- A friendly and positive attitude and out-going personality.
- Availability to attend training(s).
- A background check will be conducted.

Attire:

- A Botanical Garden volunteer t-shirt will be provided and should be worn for each tour. If more than one volunteer shirt is desired, additional can be purchased at cost.
- Shorts or jeans are appropriate depending on weather conditions. All shoes must have a covered toe, including sandals (which also must have a back or heel strap). Clothing should be free of stains and tears.
- A nametag will be provided and should be worn during any shift or tour.

Benefits:

- One year Individual Plus level membership will be given in August upon completion of position requirements (for more information about this membership: <https://www.dmbotanicalgarden.com/membership/>)
- A Botanical Garden volunteer t-shirt
- Beautiful work environment
- Valuable skill building experience

To Apply:

Complete the Youth Summer Program volunteer application at <http://www.dmbotanicalgarden.com/support/volunteer/>

A recommendation by an instructor or other non-related adult is required. This could be a school, volunteer or work-related reference. The reference information will be collected on your application and then contacted by Botanical Garden staff. The recommendation should refer to applicant's ability and comfort for any or all specific aspects of this role (natural sciences, public speaking, working with youth, etc.).

Applications for Summer 2024 will be accepted through March 10, 2024.

Applications will be reviewed, and candidates will be contacted for an interview to be held the first and second week in April. All who apply will be notified when positions are filled.

(updated 1.8.2024)