



Volunteer Job Description – Summer Youth Program Volunteer

Applications for Summer 2025 will be accepted through March 24, 2025.

Volunteers may be teens or adults that enjoy leading and engaging with children. Volunteers will have the opportunity to provide support and lead a variety of programs and activities of the Botanical Garden's Summer Youth Programming. This may include assisting with summer camps, co-leading youth tours, enrichment programs, garden interpretation, and engaging, and overseeing guests in public garden spaces.

Roles & Responsibilities:

- **Summer Camp:** Act as camp assistants to encourage elementary age campers to engage with the activities led by camp instructors. This may include assisting instructors, supervising free-play time, maintaining room organization, supplies, and cleanliness.
- **Discovery Tours:** Co-lead a pollinator themed interactive tour for a small group of children & their chaperones to introduce them to plants, pollinators, and the Botanical Garden. Prepare materials, welcome guests & go over rules, co-lead the tour (~45 minutes), material clean-up, and supervise free play.
- **Play Ranger:** Welcome, supervise, and engage guests in our Nature Play space. Use checklist to reset and tidy the space between groups/families. Use the provided materials and talking points to engage guests and invite them to participate in a quick (3-5 minute) hands-on learning activity.

Time Commitment:

Training: A single two-hour training session in late May will provide information, talking points, and details for all roles. Date and time to be scheduled based on availability. Training is mandatory for new and returning volunteers but can be rescheduled if needed.

Volunteers are expected to support a minimum of one week/five-days of Summer Camp, five Discovery Tours, and one shift of Nature Play Ranger or a mix of the equivalent (52 hours total).

1. Summer Camp: Volunteers are expected to support one week/five-days of summer camp. A typical shift of summer camp support is 8:30 am-4:30 pm, Monday through Friday.
2. Discovery Tours: Volunteers are expected to support a minimum of three tours. New volunteers will be scheduled to shadow a Discovery Tour in early June to gain more experience, and then will co-lead tours the second/third week of June. A typical shift of discovery tour is approximately two hours long which includes preparation/clean-up of space (~15 minutes), co-leading the tour (~45 minutes), and supervising free play after the tour (~60 minutes). Times vary based on the tour schedule.
3. Play Ranger: Volunteers are expected to support one shift of the Play Ranger role. A typical shift of this role is two hours long and times vary based on the schedule.

Volunteers can self-select shifts that fit their schedule the best!

Requirements:

- Age 14 or older.
- Have timely and reliable transportation to and from the Garden.
- Easily and timely communicated with by email or phone call.
- Ability to greet and talk with others in small group settings and project voice when needed.
- Show attentiveness and proactiveness during shift and limit phone use to breaks.
- Signed guardian acknowledgement for those under 18, completed background check for all.

Attire:

- A nametag will be provided and should be worn during any shift.
- A Botanical Garden volunteer t-shirt will be provided and is encouraged to be worn during any shift.
- Clothing should be free of stains and tears and sandals must have a back or heel strap.

Benefits:

This is an opportunity for growth, leadership, and development. Volunteers in this program should be proactive to get the most out of this experience.

- Upon completion of position requirements, **One year Individual Plus level Botanical Garden membership** more details: <https://www.dmbotanicalgarden.com/membership>
- Gain and improve valuable job skills such as public speaking and collaboration in diverse settings.
- A beautiful work environment and fun peers to work with.
- Easily complete Silver Cord hours

To Apply:

1. Complete the **Youth Summer Program volunteer** application at <https://dmbotanicalgarden.com/volunteer/>
 - A recommendation by an instructor or other non-related adult is required. This 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.). Possible examples include a neighbor, teacher, coach, or work-related contact. The reference information will be collected on your application and then contacted by Botanical Garden staff as needed.

Applications for Summer 2025 will be accepted through March 24, 2025.

Applications will be reviewed, and candidates will be contacted for a quick small group interview scheduled based on availability. All who apply will be notified when positions are filled.

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