



Volunteer Position Description – Drop-In Education Leader

To discuss this position or apply to be a volunteer at the GDMBG, please contact Susan Cory, Volunteer Coordinator, 515-323-6293, scory@dmbotanicalgarden.com

Time Commitment: Each type of activity is offered as a drop-in program from 10 a.m. – 1 p.m. three Saturdays per month as well as for special events. There may be preparation time in advance of the activity as well as set-up and tear-down the day of. This will be dependent on the activity and volunteer's involvement. Volunteer should anticipate an additional 15 minutes of time before and after the activity.

Activities:

There are multiple activities for a volunteer to select from and choose to offer. All activities are reviewed with volunteers during training and, although ideally a volunteer would be comfortable with all the offerings, volunteers can select what they would like to present. Current offerings are scented geraniums, terrariums, bromeliads, leaves and flower anatomy. Volunteers who have an interest and expertise in another topic that they might like to present are welcome to present the concept to staff for review.

The drop-in activities are set up in varying places through the gardens and conservatory depending on the theme. They are free with regular admission and registration is not required.

Volunteers can sign up for shifts through their personal volunteer account.

This position is under the direction of the Education staff.

Requirements:

An interest in basic horticulture or botany is helpful but not required if there is an interest to learn.

A comfort with greeting and talking with the public.

A friendly and welcoming attitude and an interest in Botanical Garden programs.

All volunteers are required to complete a background check.

Attire:

Botanical Garden volunteer t-shirts are available to purchase at cost and is recommended or other attire that is not logoed with another institution (nice polos, button down shirts, etc.). A logoed polo will be provided to volunteers working with this activity after completion of training plus six shifts.

Shorts, slacks or jeans are appropriate depending on weather conditions. Covered toe shoes or sandals with backs (no flip flops). Clothing should be free of stains and tears.

A nametag will be provided and should be worn during any shift or tour.

(updated 1.21.19)