



## Greater Des Moines Botanical Garden

Exploring, explaining and celebrating the world of plants

### **Volunteer Job Description – Friends of the Greater Des Moines Botanical Garden**

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](mailto:scory@dmbotanicalgarden.com)

#### **Position: Friends Member**

**Time Commitment:** *Meetings are held a minimum of 8 times per year on the third Wednesday of the month from 4 – 5:15 p.m. Committee meetings and event activities as required.*

**Description:** The Friends of the Botanical Garden is a leadership council that provides support to the Botanical Garden through outreach efforts such as program and event support and member recruitment. As a chapter of the Greater Des Moines Botanical Garden, Friends is governed by the Botanical Garden's Board of Directors and works with the President/CEO and staff.

**Activities:** Friends raises the visibility of the Botanical Garden within the community. Members work with staff to plan, organize and execute events and activities. Friends promotes Botanical Garden membership through outreach at community and in-house events and festivals.

#### **Requirements:**

- Three-year term commitment.
- Volunteer 25 hours per year to the Botanical Garden through participation at meetings, attendance at events, sponsorship and other activities.
- Serve on at least one committee annually and assist on other committees, events and outreach efforts.
- Attendance at Friends meetings.
- A minimum contribution of \$100 annually to the organization. All Friends should be members at a membership level of their choice and contribute yearly to the annual fund.