

City of Lakewood Volunteer Job Description

Department: Community Resources
Division: Heritage, Cultural and Arts
Committee: Gardening
Last Updated: November 2014



Committee Leadership

Heritage Center Specialists
Julie Elam
303-987-7747
julela@lakewood.org

Committee Purpose

The gardening committee's primary purpose is to create an accurate reproduction of historical flower and vegetable gardens, while supporting the beautification of Lakewood's Heritage Center.

Responsibilities

The committee volunteers are responsible for assisting with weeding, fertilizing, watering, planting, raking, springtime preparation and fall cleanup.

Qualifications

None

Age Requirement

The minimum age requirement for this committee is 15 years old.

Schedule

May 1 – September 30, 2014 (Every Tuesday from 8 am – 10 am)

Training

Training will be provided during the first scheduled day by a committee leadership member.

Dress Code

It is highly recommended volunteers wear old clothing and comfortable work shoes. In addition, please protect skin by wearing a hat and clothing that covers arms and legs.

Work Environment

Outdoor – Gardening takes place during the summer months. Heat, sun and wind are factors in this placement. Sunscreen and hat is recommended.

Punctuality and Absenteeism

This committee does not have a punctuality and absenteeism policy because the volunteer has no interaction with residents, visitors or community.

Weather Policy

If the weather should require us to cancel gardening activities, we will notify everyone by email.