

VOLUNTEER POSITION DESCRIPTION *

Volunteer Position:	Laurel Creek Citizens Working Group Member
Reporting To:	Environmental Stewardship Coordinator, 519-886-2310 x 30296

Objective

- the Laurel Creek Citizens Working Group is a group of adult volunteers that work in collaboration with the City of Waterloo to provide City-approved educational experiences and community stewardship activities relating to local waterways and riparian habitat.

Responsibilities

- follow the position responsibilities outlined in the Laurel Creek Citizens Working Group Terms of Reference
- some moderate physical exertion may be required (i.e. Carrying display materials, digging, lifting up to 20 pounds)
- follow City of Waterloo Safety First guidelines
- abide by all rules and regulations from the Region of Waterloo, Pubic Health re: COVID 19

Time, Place and Commitment

- evening organizational meetings, held at a City of Waterloo facility on the second Thursday of the month from February to October
- up to five educational and five stewardship activities per year held during the evening or weekend
- all activities will take place within city-owned green spaces within Waterloo, however the working group may participate as an Exhibitor at local events within Waterloo Region
- position is a one year term (renewable upon staff discretion based on your enthusiasm, attendance and productivity on the working group)

Training and Orientation

- provided by the staff liaison

Qualifications

- working group members must be 18 years of age or older
- preference will be given to those living, working or studying in the Kitchener-Waterloo area
- experience and / or keen interest in stream ecology, educating youth and adults, event planning
- good written and verbal communication skills; good organizational skills
- willing to work cooperatively with other working group members and city staff

Benefits

- experience with coordinating hands-on stream activities or educational experiences for the public
- personal contribution to the community and the environment

Screening Requirements

- completion of application form, interview and two satisfactory references
- all required volunteer forms must be completed and signed

Additional Information

- must wear proper clothing, closed-toe footwear, gloves and any required safety gear for workdays
- success of placement is subject to review