Volunteer Job Description: Adult Education Public Garden Survey

Help us gather information about adult education in public gardens: Join the education survey project
Join the education and marketing team and help us survey public gardens nationwide. We want to find out what other public garden education programs have to offer and discover how we can improve our adult education program. Team members will contact public gardens and seek contact information for survey participants. This team is integral to the education department meeting its mission of providing experiences for people to explore the importance of plants in their lives.

Responsibilities
- Phone public gardens and gather email addresses and contact information for the survey
- Participate in team meetings as scheduled

Required Skills
- Be comfortable using a computer and making phone calls

Time Commitment and Schedule Details
- Commit to a minimum of one shift of phone calls (2 hours)
- Attend initial training
- Respond to calls for additional help, depending on your availability

Benefits
- Contribute to the mission of the education department

Work Environment:
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<th>Lifting</th>
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<tr>
<td>Indoors</td>
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<tr>
<td>Outdoors</td>
<td>X Working individually</td>
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<tr>
<td>Sitting</td>
<td>Working with children</td>
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<tr>
<td>Standing</td>
<td>X Working as part of a team</td>
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How to Apply for this Opportunity
If you are currently an Arboretum Volunteer and would like to apply for this opportunity, please contact the supervisor and set up an interview.

Supervisor & Contact Information
Ariel Dressler, Family Programs Coordinator, dress072@umn.edu (952) 443-1527

To become an Arboretum Volunteer, you first need to complete the Arboretum Volunteer Application Form and participate in the screening and welcoming process. To get started please call the volunteer office at 952-443-1461 Monday, Wednesday, or Friday between 9AM – 4PM. Or visit our web site at http://www.arboretum.umn.edu and click on the volunteer tab.