



VOLUNTEER POSITION DESCRIPTION *

Volunteer Position: Pollinator Working Group Volunteer

Reporting To: Stewardship Coordinator, 519-886-2310 x 30296

Objective

- In 2018 the City of Waterloo was designated a Bee City with the requirement of establishing a Pollinator Working Group to support Bee City Canada program initiatives in Waterloo. The Pollinator Working Group consists of adult volunteers that provide City-approved educational experiences and community stewardship activities relating to native pollinators and their habitat.

Responsibilities

- follow the position responsibilities outlined in the Pollinator Working Group's Terms of Reference
- participate in stewardship activities and educational events (involves moderate physical exertion)
- abide by all rules and regulations from the Region of Waterloo, Public Health re: COVID 19
- follow City of Waterloo Safety First guidelines

Time, Place and Commitment

- evening meetings, held at a City of Waterloo facility or virtually, on the first Thursday of the month from February to November
- assist with a minimum of one event or stewardship activity per month, weekday evening or weekend
- all activities will take place within city-owned parks in Waterloo, however the working group may participate as an Exhibitor at local events within Waterloo Region
- position is a minimum one year term based on your enthusiasm, attendance and productivity

Training and Orientation

- terms of reference and an orientation is provided by the City staff liaison at first meeting annually
- complete any additional Health & Safety training, as required

Qualifications

- must be 18 years of age or older
- preference will be given to those living, working or studying in the Kitchener-Waterloo area
- interest and/ or experience with native pollinators, educating youth and adults, event planning
- good written and verbal communication skills; good organizational skills
- willing to work cooperatively with other working group volunteers and city staff
- able to undertake moderate physical exertion such as carrying display materials, walking, pushing, bending, digging, lifting up to 20 pounds

Benefits

- experience planning and implementing educational and stewardship experiences for youth and adults
- 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 activities
- volunteers may not function in the working group as a representative of a particular agency, organization or interest group
- success of placement is subject to review by city staff