

Volunteer Opportunities

Task Details

(in no way is this a complete list, just a running list of some ideas and opportunities)

Trail Work

- Trail Walker / Cleanup
 - At least once a week, hike the trails checking for any debris, down trees, or other obstacles in the trail. Pick up any trash along the trails.
- Trail Sign Monitor
 - Once a week, check for signs to be correct and notify if new signs are needed.
- Trail Station Monitor
 - Set up stations along the trail on busy days like Saturday and Sunday to show people neat things through the scope like eagles nest or interesting wildlife.

Gardening / Nursery / Wildlife Monitoring

- Wildlife Observation Area
 - Adopt this area of our natural backyard and develop ideas to improve its ability to attract wildlife. Will be used as a demonstration area for visitors on what they can do in their backyards to improve their backyard wildlife habitat. Bring your ideas to us; let's make this an attraction for our visitors that is also educational. We will make a pamphlet showing what plants were used in the garden and which species use them and how.
- Butterfly Garden
 - Select butterfly garden plants and maintain them, which will require watering, weeding, and trimming when necessary. Also open to adding a water feature that would attract butterflies and other plants to the area. Bring your ideas to us; let's make this an attraction for our visitors that are also educational. We will make a pamphlet showing what plants were used in the garden and which species use them and how.
- Conservation Canopy Coordinator
 - The ever so exciting opportunity to create a station area in our conservation canopy (the oak hammock just south of the buildings). These will be outdoor either self-guided or guided stops for visitors at Circle B. Please adopt one of these stations and maintain it or create a new station / area for our visitors.

Some ideas are a track station (a small sand box in which to view wildlife tracks). The possibilities are endless.

- Bird Box & Feeder Coordinator
 - Adopt one or two bird boxes and / or feeders. As we grow and new boxes are placed the need for this will increase. There will be a 3 ring binder that has the details on each box and a log sheet to document the use of the boxes and feeders and how often they are changed.
- Landscaping / Watering
 - Weekly watering will be necessary until our native landscape plants are established and can withstand the extremes of nature. In addition, the ugly Caesar weed will try to rise up from our mulch and this cannot be allowed. Hand pulling the little ones and any other undesirables will be an ongoing, as-you-are-available project.

Exotic Plant Removal

- Be part of our talented and dedicated but deadly eradication team! Circle B Bar Reserve has lots of potential for restoration, but during this phase and transformation the site does harbor many invasive non-native species. As part of our watch plant team, you will receive an ID manual and training on which plants have to go and how to help eradicate them. This is an ongoing project that can be done any time and once you are trained and comfortable we can turn you loose on the trails.

Writing / Editing

- Newsletter Editor
 - Resurrect "Field Notes" our quarterly newsletter. This will go out to volunteers and others interested in the workshops, presentations, and volunteer opportunities we will have at Circle B. Need an editor to review grammar and overall message of the newsletter.
- Newsletter Coordinator
 - Resurrect "Field Notes" our quarterly newsletter. This will go out to volunteers and others interested in the workshops, presentations, and volunteer opportunities we will have at Circle B. Coordinate the collection of articles and stories as well as information on center and Environmental Lands activities. We need one person to gather stories and information from people and compile into our newsletter.

- Trail Brochure / Website Editor
 - Periodically trail information for our Environmental Lands sites need review and text changes. Need one person to review our existing brochure / websites and make recommendations for changes and once approved, make the changes.

Data Entry

- Visitor Log Entry
 - Enter the visitor log sheets for Circle B and other Env. Lands sites.
- Volunteer Hours and Activities
 - Enter volunteer hours sheet and activities accomplished, this will help us properly recognize our volunteers and build the volunteer program.
- Wildlife Observations
 - This will be a periodical job and will grow with the need as we have more wildlife observation and data to be entered.

Drawing Illustration

- If you have this special talent, please let us know. We can always use fresh and new illustrations for our publications.

Carpentry / Woodworking

- If you have this special talent, please let us know. We can always use this talent to repair or create new items to enhance the visitors' experiences and educate them.

Office Work

- Reception Desk / Greeter
 - We need energetic, friendly, and dedicated greeters to welcome our visitors and answer any questions they may have about Circle B Bar Reserve. Encourage them to sign our visitor log and record any wildlife observations from their visit. This is a great opportunity for those who enjoy spending the day sharing stories with visitors and proudly represent Polk County and the Environmental Lands Program. Job duties will include greeting, answering phone calls, and monitoring the kids playing on the tree. The hours and dates are flexible. We will need someone every day from 9am – 4pm.
- Event Set-up
 - Help set up for our special events.

- Librarian
 - Review and organize DVDs, VHSs, and books. Once reviewed, create a short description of what the message is, what ages it is best suited for, and any other comments that are useful in planning for workshops and classes.
- Workshop / Special Event Planner
 - Help create workshop and special event activities. Contact potential speakers and exhibitors and put together the event.
 - Need a team of people interested in helping plan and organize the Polk NatureFest Excursions and assist with Water, Wings and Wild Things
- Recyclers
 - Help us recycle! We need a dedicated volunteer to maintain our recycling program. This will require collecting the recyclables weekly and taking them to the landfill to be recycled.
- Maintenance
 - Check buildings, barns, shadehouse to identify any issues with doors, lights, etc. and see if they need to be cleaned, and do minor repairs.

Geocaching

- Geocache Coordinator

Education Committee

- Identification Decks
 - Plants of Circle B
 - Butterflies of Circle B
 - Reptiles & Amphibians
 - Insects
- Mommy & Me or Daddy & Me hand-on activities / workshops
- Home School Activities
 - Help develop activities / curriculum and then implement with groups.
- Private Schools
 - Help implement groups and lead them on their visit of Circle B Bar Reserve and Nature Discovery Center.