

2015 BCS Garden Volunteers

Guidelines and Policies

Dear Volunteer,

Welcome to gardening with BCS! **New for 2015 - All BCS volunteers must work one shift in either BCS Garden in 2015** (except for weekly pick-up drivers and childcare workers).

We trust that your volunteer time in the BCS gardens will enrich your life and the lives of BCS participants through gardening and fresh produce. Gardeners of any experience, including none at all, can take part. A garden Manager will be on site during gardening times to give training, direction and expertise. We hope your learning in the gardens will lead you to grow your own money-saving produce.

BCS has two gardens – the Baker Garden (near Parkrose HS) and the Sunderland Garden (Gresham). To volunteer at either garden, **you must schedule with Ashley** via our VolunteerSpot page (<http://vols.pt/xuKuDn>).

Before coming to the gardens:

- **Sign up** for a volunteering date/time at the garden on our VolunteerSpot webpage (<http://vols.pt/xuKuDn>). If you can't access the page, call/email me and I will sign you up.
- **Receive a confirmation email** from ashley@birchcommunityservices.org that you are scheduled. I will also provide directions in that email.
- Once you are scheduled, **you are committed to serve** and we are counting on your help. **If you must cancel**, please contact me or one of the Garden Managers ASAP.
- **Children: Infants in carriers and children age 10 and above** are welcome at **Sunderland Garden and the Baker Garden**. Children *under 10 may be permitted* at the **Baker Garden** by permission (contact Angela below). Parents must supervise children at all times.

At the gardens:

- **Bathrooms are NOT available** at the gardens, except for emergencies. Please use restrooms **BEFORE** coming to the gardens.
- **Bring** mud boots, work gloves, drinking water, sunglasses and/or hat and sunscreen. **We will garden rain or shine!** Basic tools are provided at the garden, though you are encouraged to bring your own if you have them.
- Arrive **on time**. The gardens will not stay open late for you to finish your full two hours. You will **receive instructions and direction** from the Garden Managers.
- Please **DO NOT help yourself to produce** without permission.

After the gardens:

- Return harvested **produce to the BCS warehouse** (crates are provided), if applicable.
- Follow the **weigh-in** procedure for produce at the warehouse (see warehouse staff for help).
- Log your **volunteer time** (time you worked at the garden plus your produce delivery, if applicable) choosing Sunderland or Baker Garden from the drop down menu.

I hope this letter answered many of your questions, but please feel free to contact me about scheduling or the Garden Managers about the gardens if you have any additional questions.

Sincerely,

Ashley Schreiner, Garden Volunteer Coordinator
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Sunderland Garden Manager
Matthew, (503) 545-8788
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Baker Garden Manager
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