



2019 BCS Garden Volunteers Guidelines and Policies

Dear Volunteer,

Welcome to gardening with BCS! **All BCS volunteers must work one shift in BCS Sunderland Garden in 2019** (except for **weekly pick-up drivers and childcare workers**). Also, participants with **physical limitations** should talk with me or a warehouse worker before signing up).

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.

To volunteer at the Sunderland Garden (Gresham, **you must schedule on our Signup.com page** (<http://signup.com/go/6eTe63>)).

Before coming to the gardens:

- **Sign up** for a volunteering date/time at the garden on our [signup.com webpage](http://signup.com/go/6eTe63) (<http://signup.com/go/6eTe63>). If you have trouble, call/email me and I will sign you up.
- **Receive a confirmation email** that you are scheduled. I will also provide driving 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 do so on signup.com ASAP.
- **CHILDREN: Infants in carriers and children age 10 and above** are welcome; Parents must supervise children at all times.
- **Please leave PETS at home.**

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

ashley@birchcommunityservices.org