

# NORFOLK BOTANICAL GARDEN



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Norfolk Botanical Garden Volunteer Services  
Volunteer Position/Program Description  
Program Title: **WOW Children's Garden Volunteer**

**Purpose:** WOW Children's Garden volunteers assist Youth Education staff with the implementation of educational activities, programs, and events in the World of Wonders Children's Garden.

**Location:** Norfolk Botanical Garden ~ 6700 Azalea Garden Road ~ Norfolk, VA ~ 23518

**Essential Duties and Responsibilities:**

- ❖ Greet guests and provide general information about the WOW Children's Garden and Norfolk Botanical Garden.
- ❖ Set up and teach Discovery Cart activities at various locations throughout the WOW Children's Garden under supervision of Youth Education staff.
- ❖ Support a clean and safe environment through light indoor and outdoor cleaning and activity preparation.
- ❖ Assist Youth Education staff as they lead classes, events, and programs.

**Reports to:** WOW Children's Garden Supervisor

**Time Commitment:** At volunteer's or Education Staff's discretion

**Qualifications:**

For this position, the candidate must:

- ❖ Pass a general, criminal and Child Protective Services (CPS) background check. CPS background checks must be renewed every 5 years.

**Equipment Used/Provided:** Nature-based materials, craft supplies, cleaning supplies, and other education props in use in the Children's Garden.

**Physical and Environmental Conditions:**

- ❖ **Auditory:** Able participate in verbal conversations with guests and staff.
- ❖ **Visual:** Able to read information to supplement discovery boxes and learning stations.
- ❖ **Environmental:** Wear appropriate attire as the majority of Children's Garden shifts are outdoors. Occasional inside tasks are asked of volunteers.
- ❖ **Physical:** Standing, walking and moving throughout shift; closed-toed shoes are required. Certain learning activities and cleaning tasks require bending, kneeling, reaching overhead.