



Title: **Garden Restoration Crew**  
Reports To: Imagine Project Supervisor  
Type: Group Volunteer Opportunity  
Duration: Weekday in May

**Position Summary:**

Are you passionate about gardening and outdoor projects? CAPRW is looking for a group of 5-10 volunteers to transform the neglected green space behind our Community Action resource building into a retreat for our hardworking staff that memorializes a cherished staff member. Volunteers will clear green debris, plant donated greenery, install privacy screens, and assemble outdoor furniture. This project will create the Garden of May, a peaceful environment where staff can rest and recharge, empowering them to better serve our community.

*This project is funded by an "Imagine Project" grant, which encourages staff to pursue innovative projects that have a positive impact on our agency and community. We're excited to invite volunteers to create this space with us!*

**Benefits of Volunteering:**

Your efforts will create a restorative space for our staff, directly supporting our mission to help children and families thrive!

**Essential Functions:**

**Duties & Responsibilities:**

- Clear debris and weeds.
- Remove old shrubs and tidy fence area.
- Lay weed fabric to inhibit weed growth.
- Install privacy screens on the fence.
- Plant donated flowers and shrubs.
- Assemble outdoor furniture.
- CAPRW is also seeking donations of mulch, dirt, plants, and outdoor garden beds to fill out the Garden of May. If you're interested, please let us know in your application or email [volunteers@caprw.org](mailto:volunteers@caprw.org)!
- Other duties as assigned.

**Safety:** Responsible for conducting all duties in a safe manner.

**Affirmative Action:** Responsible to follow affirmative action plan as set forth and signed by the Board of Directors.

**Qualifications:**

**Education & Experience:**

- Must be at least 16 years of age. If under 18, must have a parent or guardian present.
- Experience with **gardening** highly desired but not required.

**Abilities & Skills:** In order to be successful in this position, the volunteer will at minimum need to possess the following abilities and skills:

- Ability to prioritize and manage multiple tasks
- Must be able to function independently with minimal supervision, accept support as needed, and be an effective team member
- Must be self-motivated, dependable, and demonstrate both leadership skills and mature judgment abilities

**Physical Requirements:**

Volunteers should be capable of lifting up to 15 pounds, handling gardening tools, standing, walking, and engaging in prolonged periods of physical activities such as bending, kneeling, and pushing, across various terrains for up to 4 hours at a time. If any of these items are a barrier, please let us know.

**Mental Requirements:**

Must be able to function independently with minimal supervision, accept support as needed, and be an effective team member.

**Environmental Requirements:**

Comfortable and prepared to work outdoors under various weather conditions, on uneven terrain, and in environments that may include outdoor allergens.

**Time Commitment:**

4 hours on a weekday during 9-5 business hours in May or June, with the potential to spread across several days depending on the project's needs and volunteer availability.

**Location:**

450 Syndicate St North, St Paul, MN 55104 (Office is located on the Green Line train route.)

**REGISTRATION INFORMATION:**

Complete a Group/Organization Volunteer Application at <https://caprw.org/take-action/volunteer.html>

Questions? Email [volunteers@caprw.org](mailto:volunteers@caprw.org) or call 651-603-5940

The mission of **Community Action** is to invest in people experiencing poverty to build generational prosperity. Community Action Partnership of Ramsey & Washington Counties provides a variety of programs including Energy Assistance, Energy Conservation, Head Start, Early Head Start, and Financial Opportunity Programs. Visit [www.caprw.org](http://www.caprw.org) to learn more.

*Note: The above statements are intended to describe the nature and level of efforts being performed by persons assigned to this volunteer position. They are not intended to be an exhaustive listing of all responsibilities, duties, and skills required, and management reserves the right to make modifications at their discretion.*

2024