



ACRES
LANDTRUST

Outreach Volunteer Volunteer Job Description

Outreach volunteers help raise awareness of ACRES through a variety of events and programs. Your efforts result in new memberships, donations and education on the value of protecting local land. Events and programs vary in consistency, with more opportunities in the spring and summer. Events and programs are located across ACRES service area.

Key Responsibilities:

- Booth events—Greet visitors, share general information and answer questions.
 - Share ACRES mission and encourage interested visitors to become members or attend an event.
 - Sell merchandise, normally using an iPad. Training is provided.
 - May need to help set up and tear down booth display and or direct parking.
- ACRES events—Aid a staff member at an event, normally at a preserve.
 - Greet visitors, share the sign in sheet and answer questions.
 - Provide general event/preserve information and answer questions.
 - Encourage interested visitors to become members or attend an event.
 - May need to help direct parking.

Qualifications:

- At least 18 years old.
- Comfortable speaking with guests and being around groups of people.
- Able to handle money transactions (cash, check, credit card).
- Must attend an outreach training workshop (listed in the monthly volunteer newsletter)

Reports To:

Reena Ramos, ACRES Outreach Manager
rramos@acreslandtrust.org
260-637-2273 x.109

Please report your hours and notes online at atacreslandtrust.org/volunteer-time-entry or email Reena. Reporting your hours keeps your volunteer status active!