



Wesselman Woods Nature Society
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VOLUNTEER ASSIGNMENT DESCRIPTIONS

Wesselman Nature Society (WNS) relies heavily on our talented and dedicated volunteers. You are indispensable – we couldn't do what we do without your help. Whether you have an hour or a day, we hope you will consider joining us in our mission to serve as a catalyst for environmental stewardship, regional sustainability, and quality of life through conservation, preservation, research, and education.

Below are brief descriptions of the positions for which we need volunteers. You can use these descriptions in conjunction with the "Volunteer Interest Indicator" to help you decide where and how you want to volunteer with us. Note that some positions require further specialized training, which will be provided periodically when needed. The trainings will provide you with the knowledge, skills, and experience necessary to confidently and professionally represent WNS in conducting the volunteer tasks.

Education - Help us deliver our environmental message:

Our education volunteers share their knowledge and enthusiasm for the natural world with people of all ages at on- and off-site programs and events. Our programs serve individuals, families, informal groups, and organized groups from schools, scouts, and civic organizations. No expertise is required! Excitement and enthusiasm are worth more than you think.

School Field Trip Volunteers work with WNS staff to lead hikes and station activities for weekday school field trip programs. Lesson plans and program scripts are provided, and an in-depth program training can be offered.

Evening / Weekend Program Volunteers also lead hikes and station activities, often for families, Scout troops, or other groups of kids. Lesson plans and program scripts are provided.

Special Event Volunteers assist with various special events throughout the year. Team members may assist at the event in many ways, including: selling tickets, leading or assisting with an interpretive hike or activity station, setting up or tearing down supplies, or serving refreshments. WNS educational special events include the Maple Sugarbush Festival & Pancake Breakfast, Big Adventure Day (outdoor/adventure skills), Reptile Roundup, Bug Fest, and Harvest Festival & Hayrides in October. We also sometimes offer customized events specifically designed for school, scout, or other organized groups.

Nature Interpretation Docents interact with visitors at WNS properties and facilities. Interpretation docents engage people of all ages, mostly individuals and family groups, through loosely-structured conversation or activities to enhance their experience while visiting. Docents interpret natural aspects of the woods or exhibit elements, depending on each volunteer's interests and experience.

Community Outreach Booth Volunteers represent Wesselman Nature Society at community festivals and other offsite events. Their primary role is to increase public awareness of WNS and its programs, properties, and mission. Booth setup typically consists of touchable nature items and handouts about upcoming WNS programs and events. Booths may also include a hands-on activity or craft, depending on volunteer's interests and experience.

Canoe Program Assistants work with our Canoe Evansville program, guiding and assisting with canoe trips along Pigeon Creek or other local waterways. Canoe guides and Assistants demonstrate lake and riparian habitats and aquatic life through an enjoyable and educational recreational experience. Canoe Assistants accompany trained staff guides and assist with canoes and other equipment, watch over guests on the water, interpret viewing opportunities, and perform necessary safety measures. ** additional training may be required.

Animal Care Docents care for our resident animal population by feeding, watering, and cleaning up after them. Our reptiles, amphibians, and raptors have recovered from injuries but are not releasable back to the wild. They have become ambassadors for their kind, and help us deliver our environmental message. ** Animal Care Volunteers must complete a basic animal care and handling course with WNS staff. Additional training and time commitment is required to handle the animals for educational programming.

Conservation - Contribute to the health of our local and global environment:

Natural Resource Management Volunteers monitor the Wesselman Woods and Howell Wetlands properties and identify natural resource management needs, communicate those needs to WNS staff, and assist with procedures and projects for addressing such needs. Examples of natural resource projects include assisting with research, managing for a specific plant or animal species, neutralizing beaver activity, controlling invasive plant or animal species threats, and monitoring water control structures.

Recycle Center Crew Members assist with the community recycling service we offer onsite at the Wesselman Woods Recycle Center. Volunteers help unload recyclables from cars, sort them into their respective bins, bale cardboard, and prepare materials for shipment to a recycle collection center. This effort is a service to both the citizens of the community and the environment, and also contributes financially to WNS.

Recycle Saturday Crew Members assist with the drop-off recycling event that we offer in partnership with the Vanderburgh County Solid Waste District twice per month at rotating locations within Vanderburgh County. Volunteers help direct traffic, unload cars, and sort recyclable materials into their respective bins. The effort is a service to both the citizens of the community and the environment, and also contributes financially to WNS.

Administration - Behind the scenes, there's plenty to do:

Front Desk / Admissions Volunteer process guests admission fees and membership sales using an iPad system, give guests simple directions, and answer the phone as needed. Training will be provided.

Clerical Volunteers help staff with the administrative tasks such as data entry, making copies, stuffing envelopes, cutting out craft templates.

Marketing Assistants help us promote WNS programs, events, and activities. Tasks may include helping to create and update banners, placing yard signs, delivering flyers, corresponding with community organizations regarding upcoming events, creating or setting up educational exhibits

Volunteer Coordination Assistants work with the education staff to coordinate volunteers for programs and events.

Event / Program Photographers are in high demand to take digital pictures during our programs and special events. Photos are key to promoting our mission, but staff often doesn't have the time or equipment to document activities as they are happening.

Bus Driver. Sometimes we need to transport people from place to place during programs or special events. WNS has a 15-passenger bus similar to airport car rental shuttle buses, a medium size 26-passenger school bus, and a van. ** Specialized training or accreditation is required. A current Indiana Driver's License is required to drive all the vehicles, and a CDL (Commercial Driver's License) with a passenger certification is required to drive the school bus.

Grounds & Facilities - Help us keep things ship-shape:

Wednesday Work Crew Members meet once a week on Wednesday mornings, starting at 8:00 AM. They tend to the most pressing maintenance needs of our grounds and facilities. The crew concludes work at noon and has lunch together in the kitchen.

Playscape Work Crew Members meet once a week on Friday mornings, starting at 8:00 AM. They perform maintenance and plant care in our Nature PlayScape.

Facilities Maintenance Volunteers perform minor repairs and routine maintenance in and around our facilities at Wesselman Woods and Howell Wetlands.

Vehicle Maintenance Volunteers perform scheduled preventive maintenance on our vehicles, including our Gator and Mule.

Trail Maintenance Volunteers repair damaged boardwalks, build new trails, remove storm debris, and apply fresh mulch to the trails.

Wildlife Habitat Monitors help maintain bird feeders, the wildlife viewing area, and the outdoor areas used by our ambassador animals and teaching staff.