



Adopt-A-Spot Volunteer Roles

Community Coordinator:

Purpose	The Community Coordinator ensures that the ongoing cleanup program is running smoothly within the city that they live and are familiar with. This provides the opportunity for a volunteer to get involved in their community, makes sure that the natural areas are looked after, and that Team Captains are following through with their monthly commitment.
Knowledge	<ul style="list-style-type: none"> ● Who ECOSLO is and what we stand for ● Need to know information thoroughly to help Team Captains with homeless encampments, sharps containers, plastic pollution, etc. (will come with training)
Skills	<ul style="list-style-type: none"> ● Organized ● People management experience preferred ● Personable ● Responsive/good communicator with ECOSLO and Team Captains
Ability	<ul style="list-style-type: none"> ● Access to computer/efficient with inputting data online ● Can be someone who is not capable of doing their own cleanups but wants to help ECOSLO in other ways ● -OR - Ability to lift up to 20 pounds of trash into bins (if wanting to participate in cleanups)
Performance Goals/Expectations	<ul style="list-style-type: none"> ● Report to ECOSLO staff/AmeriCorps Member ● Organizes Team Captains within their city ● Distributes/holds cleanup supplies on behalf of ECOSLO ● Must track personal hours spent organizing and coordinating ● Input paper data cards into TIDES database ● Submit driving license, insurance and personal vehicle form to ECOSLO
Time Commitment	<ul style="list-style-type: none"> ● March - October
Training & Support	<ul style="list-style-type: none"> ● Attend orientation/safety training with AmeriCorps Member prior to start of program ● Mileage reimbursement for coordinating supplies



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Team Captain:

Purpose	The Team Captain is a person from the community that organizes a monthly cleanup on behalf of their household. This provides the opportunity for a volunteer to get involved in their community, makes sure that the natural areas are looked after, and that their cleanup crew is staying safe and completing the monthly cleanup requirements.
Knowledge	<ul style="list-style-type: none"> • Know an area to clean • Understand the burden trash is playing on the environment (all other knowledge will come from training)
Skills	<ul style="list-style-type: none"> • Coordination of small groups of people • Organization for volunteer hours and trash data tracking
Ability	<ul style="list-style-type: none"> • Walk on uneven surfaces • Carry/lift bags of trash up to 20 pounds • Dispose of trash and recycling in the appropriate designated location
Performance Goals/Expectations	<ul style="list-style-type: none"> • Complete cleanups once a month in the same designated area • Track all trash on the data card or app • Keep track of number of volunteers and how long the cleanup lasted • Organize equipment pick up and drop off with Community Coordinator • Tracking data from clean up and turning it in to Community Coordinator if tracked on a data card • Submit Team Name to Community Coordinator and keep the same name throughout the program • Capture pictures throughout each cleanup and sending them to programs@ecoslo.org • Distribute waivers to Cleanup Crew prior to their first cleanup
Time Commitment	<ul style="list-style-type: none"> • April-October
Training & Support	<ul style="list-style-type: none"> • Attend orientation/safety training with AmeriCorps Member prior to start of program