



Volunteer Position Description

Event Set-up and Clean-up Crew (Easter Egg Hunt • 4th of July • Amazing Race)

The City of Woodburn is seeking energetic high school students to help organize community events. The Recreation and Parks Department is proud to offer a variety of community events that encourage and healthy lifestyles and community pride.

Duties: Work with the Recreational Services Manager to receive task at the beginning of the event. Duties may include but are not limited to park decorations, equipment set-up, set up and take down tents, move tables and equipment, do heavy lifting, organizing games, and park clean-up.

Qualifications: All volunteers must complete a City of Woodburn Volunteer Application, background check (18yrs+), and orientation. Leaders must be friendly, outgoing, active, dependable, and have a desire to help others. Physical requirements include walking, lifting, kneeling and standing for extended periods of time. Spanish language is useful.

Time Commitment: Flexible hours available depending on student schedule.

- Easter Egg Hunt: Thursday, April (Easter Week) 4:30pm – 7:00pm
- Amazing Race: Saturday, May 10:00am – 2:30pm
- 4th of July: July 4, 5:00pm – 11:00pm

Compensation:

Students will gain valuable real life experience working for a government organization that they will be able to use on college and job applications. Hours spent at working for the City of Woodburn may also be used for Senior Projects and/or volunteer hours. Students who perform well may obtain a letter of recommendation or a reference from City staff.