



Volunteer Position: CSU Ext. Earth Day Celebration Greeter

Position Description:

The Broomfield CSU Extension and Sustainability Team is seeking volunteers to assist with Broomfield's Earth Day Celebration. Volunteers will support a variety of tasks, including welcoming attendees, wayfinding, assisting with check-in for bike repair participants, collecting surveys and raffle entries, counting attendees, and helping with event breakdown.

Duties and Responsibilities:

- Welcome attendees and track attendance using a provided counter/clicker.
- Provide information about event activities and layout.
- Guide attendees to outdoor activities or into the gymnasium.
- Coordinate the raffle drawing and prize pick-up.
- Check in registered participants for the bike repair station.
- Assist with event breakdown.
- Represent the City and County of Broomfield (CCOB) professionally and comply with all policies and procedures outlined in the CCOB Volunteer Handbook, including applicable Library, Arts, History and CSU Extension (LAHE) policies.

Qualifications, Requirements and Project Intensity:

Qualifications/Requirements: Volunteers must be at least 16 years of age. No experience required. Volunteers are expected to work independently with minimal supervision. All volunteers must be willing and able to comply with CCOB and LAHE policies and procedures.

Project Intensity: Moderate: Involves a mix of active and stationary tasks. May include occasional walking or standing, repetitive movements, mobile dexterity, or light lifting. Volunteers may alternate between physical activity and seated work depending on needs.

Training, Schedule and Commitment:

Training Provided: Volunteers will receive training at the beginning and throughout their volunteer shift.

Schedule and Commitment: This is an annual volunteer opportunity. There are no recurring commitment expectations.

How to Apply:

Volunteers must complete the CCOB volunteer application on Volunteerhub and go through the background check process (for individuals 18+). Afterwards, volunteers may register for shifts on the LAHE Volunteer Calendar on Volunteerhub. For additional inquiries, please reach out lahevolunteers@broomfield.org.