

**Park Operations**  
**Partners In Parks**  
Adopt-A-Park!  
**Volunteer Assignment Description**  
**Park Steward**



**Importance of Position:** Parks and natural areas are an integral part of our community identity. Park Operations maintains more than 210 developed parks and numerous parkways, waterways, bikeways, and nature areas totaling more than 2,000 acres. Park Stewards help preserve, protect, and beautify parks and open space for present and future generations; assist the department in providing quality programs, services, and facilities; and increase the overall enjoyment of life in the community.

**Qualifications:** Stewards must complete and turn in the City of Sacramento Short-Term Volunteer Agreement to their assigned staff volunteer supervisor. Stewards under age 18 need to have the agreement signed by a parent/guardian, and may require adult supervision. Stewards must have a positive and courteous demeanor and respect self, staff, other volunteers, the public, and department facilities, tools, and supplies. Stewards must provide own transportation to adopted area. Closed toed shoes are required for all outdoor stewardship activities, and clothing must be suitable for working in the community. Contact the department coordinator for more information on dress code.

**Responsible to:** City of Sacramento Park Supervisor, or their designated employee.

**Responsibilities:** Stewards are expected to remain loyal to department goals, operate according to its policies and procedures, perform their duties to the best of their abilities, and positively represent the department. Activities vary by season and include but are not limited to: gardening, weeding, pruning, planting, brush clearing, spreading mulch, litter and invasive plant removal, and playground or play field preservation or improvement. Stewards may also help to plan, coordinate, or lead group stewardship activities or special projects, promote or recruit for the program or a special event, assist other partners in parks groups with stewardship activities, or act as an extra set of *'eyes on the park'*.

**Training Provided:** Staff will provide on-site training and on-going support as needed. Stewards who contribute 25 hours or more in one year will be provided with a written City of Sacramento Volunteer Orientation and Handbook.

**Benefits of Volunteering:** Stewards learn and utilize a variety of life skills and may gain hands on experience in the following areas: gardening and landscape, irrigation, field maintenance and renovation. Other benefits are more personal and include the satisfaction of sharing time and talent with others, making new friends, and experiencing personal growth. Hours served count towards school, club, or other community service credits.

**Time Commitment:** As agreed by volunteer and the designated Park or Recreation Supervisor.

**Grounds for Termination:** Park Stewards will not be considered employees of the City of Sacramento. All Park Stewards serve The City of Sacramento at will, and either the City of Sacramento or Park Steward may terminate the arrangement without notice or consideration.

**Contact Person:** Parks and Recreation Volunteer Program Coordinator:  
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