

## **School Day Lesson Volunteer Position Description**

**Necessary Qualifications:** Be interested in volunteering in the garden and/or classroom with classes! You must also fill out your district's volunteer paperwork and pass a background check through your school district. You can always email Sarah, Common Threads' Garden and Volunteer Programs Manager, at [sarah.wheatley@commonthreadsfarm.org](mailto:sarah.wheatley@commonthreadsfarm.org) with any questions! We are here to support you!

This position is a good fit for you if you...

- Enjoy working with kids and helping them engage in hands-on learning!
- Enjoy a high-energy environment

### **Fall and Spring:**

- Connect with your school's Food Educator about the garden class schedule (if you've already done this through SignUpGenius, awesome.) Find their contact info through your school's office or through the Common Threads Farm website! It is most helpful if you can commit to helping consistently throughout the season, as relationships are very important to children. Full days and half days are super helpful, though if you prefer to just help in your child's class, that works great too!
- Review the [Garden Lesson Volunteer Roles](#)—this will help you know what to expect and how to be helpful! Basically, your job is to be another supportive adult. This means helping students to engage their curiosity, stay on task, treat the space and each other with respect, and participate in the activities. You may also be leading an activity, like planting, weeding, or watering.

### **Winter:**

- Connect with your school's Food Educator about the cooking class schedule. It is most helpful if you can commit to helping consistently throughout the season—full days and half days are super helpful, though if you prefer to just help in your child's class, that works too!
- Cooking volunteers help students to engage their curiosity, stay on task, use tools safely, and participate in the lesson. Volunteers may also help pass out materials and assist with cooking tasks. Your Food Educator will share more details as lessons begin!

## **Other Rules and Helpful Tips**

### **School District procedures:**

- Complete a district volunteer application prior to starting.
  - [Bellingham Schools application](#)
    - Contact Jennifer Gaer, Volunteer Coordinator, if you run into any snags! [jennifer.gaer@bellingshamschools.org](mailto:jennifer.gaer@bellingshamschools.org), (360) 647-6848
  - [Ferndale School District](#) application (Skyline)
  - [Mount Baker School District](#) (this one is paper based and will have to be printed and brought to the district office at 4956 Deming Road in Deming). (Harmony, Acme, Kendall)

- [Nooksack Valley School District](#) (this one is also paper-based, but can be turned in at the front office at any school. You may be asked to show ID). (Nooksack, Everson, Sumas)
  - [Meridian School District](#) (for any volunteers supporting Irene Reither Elementary's after school club)
- When you get to the school building, press the entry request button for access to the main entrance. Always sign yourself in and out as a visitor/volunteer for every club session.

### **Common Threads Procedures:**

- Photos and videos:
  - Please feel free to take photos and videos and share them with our Communications Manager, Cam McMaster ([cam.mcmaster@commonthreadsfarm.org](mailto:cam.mcmaster@commonthreadsfarm.org))
  - Please delete from your personal phone after sending them in
  - **Never** post photos of children's faces to your personal social media; we follow a procedure to ensure that photo releases are cleared before posting
- Accidents/Near misses/Concerning events:
  - We record these using [this form](#) so that we can follow up strategically. Talk with the food educators about the incident to get the facts straight and decide who will fill out the form
  - Please contact Emily to alert about the incident
- Suspicion of child abuse/neglect
  - We are mandated reporters—if you notice something (or a combination of things) that seems odd, out of the ordinary for a child's age level, or concerning, please say something to us so that we can report ASAP. Your anonymity will be protected.

### **Contact Info and Other Resources:**

- [Bullying Prevention and Interruption video](#): Helpful information to know if you have time to engage with this!
- [Videos of how to teach gardening skills!!](#)
- Contact Sarah with general questions about volunteering or gardens: [sarah.wheatley@commonthreadsfarm.org](mailto:sarah.wheatley@commonthreadsfarm.org)
- Contact your Food Educator with questions specific to your school (schedules, work parties, etc.)
  - **Clara Wallner**, [clara.wallner@commonthreadsfarm.org](mailto:clara.wallner@commonthreadsfarm.org): Roosevelt, Harmony, Nooksack, Everson, Sumas
  - **Sarah Wheatley**, Garden and Volunteer Programs Manager/Food Educator at Birchwood and Lummi Nation School: [sarah.wheatley@commonthreadsfarm.org](mailto:sarah.wheatley@commonthreadsfarm.org)
  - **Sky Hawk Bresette**, [sky.hawk@commonthreadsfarm.org](mailto:sky.hawk@commonthreadsfarm.org): Cordata, Alderwood, Skyline, Kendall, Acme
- Contact Emily with any concerns about kids or other safety concerns: [emily.hie@commonthreadsfarm.org](mailto:emily.hie@commonthreadsfarm.org)