

Volunteer Opportunities with City of Lakewood's Special Events

Current Opportunities

Special Events (Parks & Recreation)

Are you seeking an Internship, volunteer opportunity, Eagle Scout project, Employee team project or Community Service hours? Contact Sally Gilpin Martinez at 253.983.7758 or smartinez@cityoflakewood.us.

Photography volunteer: Take photos at over 5 special events. Photos will be used in publications to over 30,000 households, on community calendars, and more. Must be able to stand for up to 8 hours, have a great eye for capturing event details, work independently and also follow direction regarding specific photos to take.

Truck and Tractor Day Volunteers:

Saturday, October 17th 2015 from 12am-3pm at Fort Steilacoom Park. Volunteers arrive at 10:00am. Seeking volunteers to run a crafts or game table for youth. Over 500 youth attend the event. Must enjoy interacting with children. If you are with an organization you can have a table at the event in return for offering a children's activity.

SummerFEST Think Tank Volunteers: Meet one time a month October – July. Offer strategic thinking and insights on creating a meaningful festival for youth and families. SummerFEST takes place Saturday July 9, 2015 from 11am -5pm at Fort Steilacoom Park. The three components are multi-sports, international district, and hands-on art. The Think Tank time commitment is two hours a month and presence at the event. Ideally you have a desire to engage with the community, a strong interest in art, sports or cultural experiences, event experience, or desire to gain event planning experience. You are a team player, enjoy networking, have affiliations in the community, and have a pulse on youth in the community or desire to provide quality activities for youth.

SummerFEST Volunteers: SummerFEST takes place Saturday July 9, 2015 from 11am -5pm at Fort Steilacoom Park. Help at the registration table and hand out swag bags, register participants, hand out passports and maps, etc. Work at an activity table. Assist with sporting events and games. Help set up art activities. Must be reliable, energetic, and have excellent customer service skills.

SummerFEST Teaching Artists and College Student Artists: SummerFEST takes place Saturday July 9, 2015 from 11am -5pm at Fort Steilacoom Park. Over 7,000 families attend. Are you an artist who wants to share your area of expertise with children? We are seeking teaching artists to lead hands-on art projects for children. Do you have a specialty? Water color, calligraphy, wood working, ceramics, sculpting, cartoon drawing, mosaics, Zen tangles, mask making, print making, paper making, tie-dye or other techniques? We would love to have you participate and help expose children in our community. If you enjoy art and children, please contact us!

SummerFEST Sprint Triathlon Volunteers (Parks & Recreation)

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Water Station Volunteers: Serve at water station (fill cups and hand to racers) and cheer on racers. Set up station at 9am Saturday July 9th at Fort Steilacoom Park. Remain at station until last runner comes through at around 11:30. Break down water station.

Bike Race Course Volunteers: Stand at a specific place on the course to help direct bike racers. Arrive at 8am. Remain on the course until last biker comes through around 11:00am.

Security Volunteer: Oversee transition station to make sure that racer's possessions remain safe during their absence while on the course. 8am – 11:30 am Saturday July 9th Fort Steilacoom Park.

Race Results Runner: From 10am – 12pm take race results from the printer in one area to the After Party tent in another area. Requires standing and walking.

Giving Medals: From 10am -12:pm hand out metals as racers cross the finish line.

After Party Tent Volunteer: From 10am-12am help staff the after party tent, set up food and drinks, hand food and drinks to participants, replenish supplies as needed, smile and congratulate racers.

Triathlon Volunteers:

If you would like to volunteer in some capacity during the triathlon from 8am – 12 pm please contact us and we will place you in an appropriate volunteer position based on your interest and skills. Volunteers must be at least 18 years old.

Office Volunteers – Parks & Recreation

Marketing Volunteer–This volunteer/intern will work in the Parks and Recreation Office and will help in the following areas: market special events. Post event descriptions on community calendars, create and distribute flyers, conduct outreach and network, make phone calls, write volunteer job descriptions, write event descriptions and advertisements. Help plan how to promote National Farmers Market Week and play a hands-on role implementing it.

What you will gain: Materials for your portfolio, skills needed to transition into this profession such as copy writing, event planning and promotion, outreach and community engagement, and strong customer service. You will also gain a personal recommendation for future employment.

Graphic Design Volunteer: Create flyers for over 5 special events. Create ads for Connections Magazine that goes to 30,000 households.

What you will gain: Materials for your portfolio, event promotion, exposure to over 30,000 households in Lakewood, recognition for your work. You will also gain a personal recommendation for future employment.

Office Volunteer: Make copies, prepare materials for special events, put together registration table information for events, write thank you notes, organize supplies for events, etc.

What you will gain

Experience working in an office setting, experience preparing for a special event, experience using copy machines and honing organizational skills, writing skills, and more.

Farmers Market Volunteers (Parks & Recreation)

Farmers Market Blogger: Do you have a strong interest in writing and telling stories? Are you passionate about eating healthy food and supporting local farmers? We are seeking a volunteer to interview and write stories about our farmers market vendors. These stories will be shared via blog and/or city Facebook & website, and Connections Magazine. You will interview vendors, highlight what they offer, and feature recipes that use ingredients from the market. Your writing will help people get the habit of shopping at the farmers market and keep it top of mind.

Farmers Market Survey volunteers (need 2-5 volunteers) – 2 days in the summer. 10am-3pm on Tuesday passing out surveys. 10 hours total.

Farmers Market Survey results (1 volunteer): compile results of the survey in an excel spreadsheet, roughly 8 hours total. Can be done at home or in our office.

Customer Service Representative: Do you enjoy interacting with people? Seeking a volunteer to sit at the City of Lakewood's Parks and Recreation Table at the market and answer questions, pass out information and help customers navigate the market. The market operates from 10am-3pm, Tuesdays from the first Tuesday in June to the second Tuesday in September.

Opportunities for Middle School Youth (Parks & Recreation)

City of Lakewood Youth, Event focused Think Tank

Drive change in your community! Seeking 10-15 youth volunteers grade 6-9 to serve on the Youth Think Tank. Spend two hours a month in meetings after school. Take on a leadership role. Understand your opinion is important. Be willing to voice your thoughts and ideas. You are empowered to make decisions and implement events. Conduct peer to peer outreach. Set goals and work as a team to accomplish these goals. Commit to serving 12 months, with opportunity renew each year. Attend 4-5 special events per year.

What you will get in return: You will grow as an individual and be listened to. You will have a safe place to voice your opinion, ability to make a positive impact in your community, represent your peers, and inform adults about the needs and wants of students in Lakewood. Increase your leadership skills, learn to work as team work, earn community service hours, and learn how to plan and implement events.