



GUIDE series

Employee Volunteering Package

Mission

Green Calgary empowers Calgarians to create healthy homes and communities through environmental education, products and services.

Vision

Green Calgary will play a significant role in bringing this vision to fruition in five to seven years.... 'Calgarians are world leaders in urban environmental sustainability.'

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WHO WE ARE

Green Calgary is an award winning organization that is recognized as a leader in environmental education and community based environmental initiatives, particularly in the areas of waste reduction and composting. Green Calgary operates three complementary focus areas: environmental education, environmental products, and environmental services.

The success of our programs depends upon a large number of volunteers who engage with our organization in a variety of ways. We would love for your company to work with us on a project that best suits our respective needs. Together we can benefit the Calgary community and environment.

EMPLOYEE VOLUNTEER OPPORTUNITIES WITH GREEN CALGARY

One Time Volunteer Opportunities

Green Calgary Casino

What: As a Non Profit Charity Green Calgary heavily relies on money raised at our bi-annual casino. As this event requires both daytime and evening volunteers it can be a challenge to cover all volunteer shifts. Volunteering for Green Calgary's casino is a perfect fit for any company seeking group employee volunteer opportunities during the day with an interest in helping a local environmental nonprofit.

This volunteer position is appropriate for groups of 6 – 12 people.

When: Wednesday September 30th and Thursday October 1st, 2009. 10:30am -7:00pm & 630pm – 3:00am

Where: Cash Casino, 4040 Blackfoot Tr. SE

How: If you are interested in volunteering for Green Calgary's Casino please email heather@cleancalgary.org the number of people in your group, their names and what time they are available to volunteer.

Composter Building

What: Since 2008 Green Calgary has been offering a School Wide Composting Program to schools and public libraries across the city. As part of the program we supply 3-bin composting systems to participants. In partnership with various community associations and community gardens across the city, we invite employee volunteer groups to partake in the constructions of bins to be used by schools, libraries and community gardens.

We are seeking employee volunteer groups of fewer than 20 people to spend a day constructing compost bins at a selected community garden. Green Calgary will supply the materials, construction site and building instructions. Both a Green Calgary staff member and a Smart Site (construction) staff member will be on site to assist with the day.

When: This opportunity is only available in June and July each year. The number of volunteer opportunities available depends upon how many schools sign up for the



ConocoPhillips volunteers building compost bins at the Bridgeland-Riverside Community Association in June, 2009

program.

Where: The building of the compost bins will take place at a selected community association.

How: If you are interested please email heather@cleancalgary.org the number of people in your group and what days you are available to volunteer. If your group is over 20 people we would love you to volunteer but ask you to do so over two days.

Your company is responsible for providing lunch and all transportation for volunteers.

This community environmental initiative requires the hard work of many individuals and the funds for materials, training of school and library representatives and ongoing composting support. We are inviting companies interested in giving back to the Calgary community and environment to sponsor a school participating in the School Wide Composting Program along with the time contribution of their employee volunteers.

Rain Barrel Sale - Day-of

What: Every year Green Calgary holds our Rain Barrels Sale. The sale takes place at four community sale sites and is our biggest fundraiser of the year. The success of the sale depends upon countless volunteers. Your company is invited to volunteer either the day of the sale or with sale preparations.

a) Day of the sale: We are seeking groups of 8-12 individuals to volunteer together at one community site. A group leader is required to attend a brief orientation the week before the sale.

When: A Saturday in late April

Where: The sale takes place a four community sites (Whitehorn, Anderson, & Brentwood LRT stations, and Richmond Co-Op parking lot).

How: If you are interested in volunteering for this year's Rain Barrel Sale please email heather@cleancalgary.org by March 31st.



Rain Barrel Sale – Preparations

What:

b) Sale preparations: Groups of 6-8 individuals are invited to come down to the Green Calgary and spend an afternoon or morning completing preparation tasks such as tying tags on to taps, setting up education displays, preparing credit card slips and so on. These tasks may seem trivial but they are ESSENTIAL to the success of the sale.

c) Rain barrel loading: The Friday before the sale ALL of the barrels are loaded onto trailers so they can be delivered to the four community sale sites. A group of volunteers from 8-12 is needed to assist with the loading of the barrels insuring that the barrels will be where they need to be for the day of the sale.

When: The Rain Barrel Sale takes place in late April, sale preparations takes place up to three weeks before the sale. The barrel loading occurs the Friday before the sale.

Where: Sale preparations occur at the Green Calgary office (809 4th Ave SW); the barrels are loaded at the City of Calgary Rain Barrel storage site at the East Calgary Landfill.

How: If you are interested in volunteering to help with preparing for the Rain Barrel



Sale please email heather@cleancalgary.org by March 31st.

Preparing Water Saver Kits in the EcoStore

What: Green Calgary's mission to empower Calgarians to create healthy homes and communities is carried out in many ways, including providing tools for the home. Our Water-Saver Kits provide Calgarians with powerful low-tech tools to conserve water in their homes. The kits are sold in the EcoStore, at community environmental events around the city and to participants of our Healthy Homes Calgary Program.



Employee volunteers would be responsible for putting the Water Saver Kits together over a single morning or afternoon (2-3hrs). This is an informal volunteer opportunity allowing employees the opportunity to catch up with co-workers while helping to build tools that empower Calgarians to conserve water in their homes.

When: This volunteer opportunity is available throughout the year, but is dependent on the EcoStore schedule. We can accommodate up to 8 participants at a time.

Where: The water saver kits are prepared at Green Calgary's office (809 4th Ave SW).

How: If you are interested in this employee volunteer opportunity please email heather@cleancalgary.org the number of volunteers in your group and your preferred dates.

Green Calgary's Water Saver Kit contains one 1.5 gpm low flow shower head, one 1.5 gpm kitchen tap aerator with swivel and dual setting, two 1.5 gpm bathroom tap aerators, and two toilet tank banks which can save up to 0.8 gallons of water per flush. There are also useful tips inside for checking for toilet leaks and increasing water efficiency in your home

FLEXIBLE VOLUNTEER OPPORTUNITIES

Idle Free Campaign

What: Green Calgary launched our Idle Free Campaign on March 17th, 2008, inviting Calgarians to really go green for St. Patrick's Day. The goal of our campaign is to raise awareness about the wastefulness of idling, the health impacts of idling and the costs to drivers and businesses of idling. On our launch day, we caught people being Idle Free, and rewarded them with an ultra removable window decal for being part of positive change in our city.

Employee volunteer groups are invited to go out in groups (approx. 5) to idle free locations around Calgary and reward drivers participating in idle free behavior. Decals, information, supplies and idle free location ideas will be supplied by Green Calgary.

When: This is a very flexible volunteer opportunity, the date selected is entirely up to the employee volunteer group.



Where: Green Calgary staff will provide a list of possible locations selected upon their appropriateness for such an activity. This program is a great opportunity for companies to connect with their community and promote environmental stewardship in our city, thus rewarding idle-free activity in the community where the company is most active is highly recommended.

How: Please note again that Green Calgary will provide the idle free decals, information and resources, campaign materials and idling locations. If you are interested in this employee volunteer opportunity please email heather@cleancalgary.org with the number of people in your group and potential dates. We ask that one volunteer leader attend a brief Idle Free information session.

Employee Eco-Champions

What: Why not partner employee learning with volunteering? Offer your employees the EcoLogic 101 course and provide them with the information and tools to head environmental initiatives in your office. Course graduates will design an office specific environmental initiative project at the completion of the course, ensuring ongoing learning, sharing and positive environmental impacts for your company.

EcoLogic 101 is a six hour course you can offer employees who feel they are already doing a lot to reduce their footprint and be good environmental stewards but are interested in doing more.

Course Details: Many people and businesses approach Green Calgary staff and say “I’m already recycling, saving energy, conserving water and trying not to use my car. What’s the next step?” The answer is EcoLogic.

The EcoLogic 101 course is designed to expose participants to a variety of issues and give them practical actions they can implement in their lives. The topics are presented by Green Calgary staff and include:

- Over-consumption and waste
- Consumerism and food choices
- Water issues and conservation
- Energy and climate change (including transportation and energy efficiency)
- Indoor air quality, toxins and green cleaning
- Global citizenship and influence

The idea is to start off with a global overview and then start to focus on the local level. The course will also cover how to discuss environmental issues with friends and family and how to get involved with positive change projects in the city.

Cost: \$1,000.00.

When: Please book EcoLogic 101 when it best fits your employee schedules. Some companies book the course so it runs during the weeks leading up to Earth Day and then unveil the employee eco-champion project on Earth Day.

Where: The sessions can be held at your company or at the Green Calgary Office (809 4th Ave SW).

How: Please contact the Environmental Education team by [email](#) or by phone at (403) 230-1443 ext 225 to book.

Registration Notes: Course must have a min. of 10 people and a max. of 30 people.

Facilitator: Lindsay Luhnau, Coordinator of Environmental Education at Green Calgary will facilitate the course.

Fundraising for Green Calgary at Work

What: Green Calgary staff and volunteers provide interactive environmental education, resources, and services to ten of thousands of Calgarians each year in schools, through businesses, in communities, at the EcoStore, through our website, and by telephone and email. As a result, Calgarians are reducing their environmental impact at home, at work, and at school. If your employees would like to support Green Calgary's work we invite you to organize a fundraiser in your workplace. Employee volunteers are invited to sell Green Calgary's No Junk Mail Sticker for \$2.00. All money raised will go directly towards supporting our many programs.

When: This opportunity is available all year long and can be arranged to meet your company's schedule. Green Calgary will provide appropriate signage and of course the No Junk Mail Stickers. All stickers that are not sold will be returned to Green Calgary.

Where: Environmental enthusiasts in your company are encouraged to sell the No Junk Mail Stickers in your office, either at a table set up in a central location or informally in the lunch room or at their desk.

How: If your company is interested in holding a Green Calgary fundraiser please email heather@cleancalgary.org your preferred dates, how many No Junk Mail Stickers you would like and the location of your office.

For more information on Green Calgary's No Junk Mail Campaign please see <http://www.greencalgary.org/take-action/campaigns/no-junk-mail-stickers/>



Ask an Expert: Environmental Specialists in Schools

What: Green Calgary is often engaging with Calgary's youth through environmental presentations in schools. Students are not only keen to learn about environmental issues but also about ways that they can get involved, even work towards a career in the environmental field. Employee volunteers from your company are invited to register with Green Calgary as an environmental expert and visit Calgary's schools to share their experience and knowledge about specific environmental issues and corresponding careers. We are seeking environmental experts in the areas of waste reduction, energy, water conservation, green transportation, indoor and outdoor air quality and toxic-free living.

Interested employee volunteers will provide their area of expertise, contact information and a brief bio to Green Calgary. This information will then be shared with schools following a Green Calgary school presentation.

When: Employee volunteers will be contacted directly by schools and responsible for making all arrangements.

Where: The presentations will take place in schools around the city.

How: If you are interested in participating in the Ask and Expert School Program please email your area of expertise, contact information and a brief bio to Green Calgary to heather@cleancalgary.org.

For more information on Green Calgary's Environmental Education program please see <http://www.greencalgary.org/workshops/school-presentations/>.

VOLUNTEER OPPORTUNITIES WITH OTHER ORGANIZATIONS IN CALGARY

If the employee volunteering opportunities above do not fit the needs of your company or the timing is just not right, please check out the following organizations and resources in Calgary.

Friends of Fish Creek

www.friendsoffishcreek.org

403-238-3841 or info@friendsoffishcreek.org

The Friends of Fish Creek offer one-day outdoor group volunteer opportunities throughout the spring and summer such as Purge-the-Spurge.

Brown Bagging It

<http://www.makeityourproblem.ca/donate-your-time/>

Christy Fisher: christy@brownbaggingit.org or 403-264-7979

Brown Bagging for Calgary's Kids believes that every person can make a difference by taking actions, large and small. The combined efforts of many people making it their problem will result in amazing solutions to persistent issues. They offer weekday group volunteer opportunities all year long preparing lunches for hungry youth across the city.

The City of Calgary Annual Pathway and River Clean-up

This annual event draws over one thousand volunteers from across the city out to the river pathways to do their part for Calgary's environment. This is a popular event that fills up fast.

Register information can be found online at www.calgary.ca/parks.

There is a mandatory orientation session for group leaders.

Community Clean-Ups

Contact a Calgary Community in your area and ask if they host a community clean up. A list of Calgary Community Associations can be found at <http://www.calgarycommunities.com/>.

Pitch-In Canada

www.ptich-in.ca

Pitch-in Canada is a nation wide program that holds Operation: Clean Sweep! annually. This program invites community groups to initiate an environmental community project that can last a few hours, a day or become an ongoing commitment. They provide resources such as recycling bags and the opportunity to register your project online.

Volunteer Calgary

www.volunteercalgary.org

Volunteer Calgary has a wealth of information about developing employee volunteer programs for your company and a large database of volunteer organizations in Calgary.

CONTACT INFORMATION

Green Calgary

www.greencalgary.org

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