



POST PARTNERS VOLUNTEER PROGRAM POLICIES

1. When an approved group adopts a park, open space or trail, they must commit to the terms outlined in their Partner level.

Each volunteer group will receive:

- POST Partners T-shirts or hats
- POST Partners Water bottles
- Recognition on the POST Partners Program website

2. The adopting group must enter into a signed agreement with the Town of Castle Rock Parks and Recreation Department.

3. Parks, open space and trails are adopted first-come, first-served.

4. Each area is unique, and each group has diverse skills and needs. For this reason, the Parks and Recreation Department will develop mutually agreeable expectations on a case-by-case basis.

5. Planting flowers, trees and shrubs and carpentry projects, such as installing and repairing benches, must be conducted under the guidelines of the POST Partners agreement and coordinated with the Parks and Recreation Department staff and Director.

6. All work must be performed during daylight hours.

7. All volunteers must follow safety guidelines.

8. Monitoring of the adopted area must be done regularly – usually at least once a month during April through October and as weather permits in the cold season. Some sites may require additional time commitments.

9. Adopted group must perform organized litter control and/or park beautification workdays as agreed to remain in good standing in the program. Groups should provide the Volunteer Coordinator with at least one week's notice (preferably two) of their intent to perform these workdays to assist staff with coordinating park resources.