



2024 –Fall Volunteer Opportunities

Event/Program: Harvest Craft Show

Date/Event Time: F, Aug. 23 5-9pm and Sa, Aug. 24 9am-3pm

Location: Bartlett Community Center Gym, 700 S. Bartlett Road

Shifts vary

Volunteers needed for: Set-up, check-in, assist participants w/ load-in & load-out, and general clean-up

Event/Program: Ladies Night Out

Date/Event Time: Th, Oct. 10 6-9pm

Location: Bartlett Community Center Oak Room, 700 S. Bartlett Road

Shifts vary

Volunteers needed for: Set-up, check-in, assist participants w/ load-in & load-out, and general clean-up

Event/Program: Fall Fun Fest

Date/Event Time: Th, Oct. 19 9am-1pm

Location: Bartlett Nature Center, 2054 W. Stearns Rd.

Shifts vary

Volunteers needed for: Set-up, check-in, race assistance, games, activities, and general clean-up

Event/Program: Holiday Shopping Blitz Craft Show

Date/Event Time: Friday, December 6 5-9pm

Location: Bartlett Community Center Gym, 700 S. Bartlett Road

Shifts open 3-10pm *Different shifts available

Volunteers needed for: Set-up, check-in, assist participants w/ load-in & load-out, and general clean-up

Event/Program: Nutcracker All Jazzed Up

Date/Event Time: Dec. 6-7 & 13-14 Varies

Location: Bartlett Community Center *Different shifts available

Volunteers needed for: Ushers, Lighting Techs, Sound Board (No experience necessary)

Event/Program: Santa Calling

Date/Event Time: Monday, December 9 4:45-7:15pm=2.5hrs*

Volunteers needed for: Placing phone calls (Must possess the jolly Santa voice)

Event/Program: Breakfast with Santa

Date/Event Time: Saturday, December 14 9:30-11am * 8:30-11:30am=3hrs

Location: Villa Olivia

Volunteers needed for: Set-up, activities & crafts and clean-up



Event/Program: General Volunteering at Bartlett Nature Center

Location: Bartlett Nature Center, 2054 W. Stearns Rd.

Event/Program: Athletic Storage Room Clean Up & Inventory

Date/Event Time: OPEN

4-6 hours

Volunteers needed for: cleaning and inventorying sports equipment



Ongoing Opportunities

These areas are always looking for some dedicated people to help with various activities. If you would like to contribute some of your time, energy and experience please consider:

Bartlett Nature Center- Organizing and helping with special events, office assistance, nature projects and more. Animal Care Helper

Bartlett Nature Center Jr. Naturalist *Summer Only* - Ages 14 and up – Enjoy the outdoors? Join us at the Bartlett Nature Center Day Camps helping young campers.

The Bartlett Parks Foundation - Organizing and helping with special events, helping with publicity, putting up signs, writing letters, helping with fundraising activities, etc.

Youth Sports Coaches - Girls Softball, Co-ed Soccer, Girls Volleyball, & Co-ed Basketball Leagues are always in need of experienced head and assistant coaches.

Youth Sports Clean Up/Organization: Cleaning storage area. 4-6 hours to organize and inventory.

Park Clean-Up - Assist with cleaning and picking-up park areas. This activity is ideal for local or community groups to assist with keeping our local parks beautiful.

Photography - Be assigned to take pictures of parks, facilities and activities to be used for the marketing and promotions of the Bartlett Park District. (Must provide own photography equipment and provide photos via cloud based interface.)

Theatre Program – March Production: Costume sewing, prop building/painting, lighting/sound techs and volunteers to assist with various tasks during tech week. Volunteer during January, February, or March

Villa Olivia Ski Area Volunteer Ski Patrol - Must be a member of the National Ski Patrol, including completion of its Outdoor Emergency Care Course. Volunteering requirement: must commit to one weeknight every week or one weekend shift every other weekend during the ski season. Don't ski? We have a need for you too. For more information call Villa Olivia at 630-289-1000.

Any questions regarding the events or responsibilities or to sign-up to volunteer please contact Stephanie Fairbanks, Marketing Manager at 630-540-4834 or sfairbanks@bartlettparks.org. Please note a Volunteer Application Form will need to be completed prior volunteering. Completion of this form **does not** guarantee you a volunteer position. If you are selected to be a volunteer you will be required to complete a Criminal Background Check.

Court Ordered Community Service: If you need hours for Court Ordered Community Service, please contact the Human Resources Department at 630-540-4811.