**Volunteer Position Description**

**Title: Storm Drain Marking Assistant**

**Department:** City of Kirkland Public Works Department

**Reports to:**  Kate Schmiett, Environment Education Outreach Specialist, 425-587-3858

**Description of Role:** Install storm drain markers tohelp educate the community in order to prevent negative impacts to water systems (local creeks, Lake Washington, Puget Sound) caused by unwanted substances entering storm drains

**Primary Responsibilities:**

* Install/affix markers on curb adjacent to not-yet-marked storm drains (minimum 10 drains)
* Keep track of storm drains you mark on the web application or a physical map

**Safety:**

* Remain on sidewalk while performing tasks; Do not stand in roadway

• Wear your orange vest (provided to you by City) so cars can see you

• Wear gloves (provided by City) to guard your hands from self-adhesive

**Guidelines for success:**

• Place markers on the curb facing the sidewalk so it can be read by pedestrians

• Never affix the marker to the storm drain

• Only install markers when the ground is dry, and the weather forecast calls for 24-hours with no rain… otherwise markers won’t stick

• Only install markers in public areas

**Skills Needed:**

* Willingness to learn and follow all procedures/protocols

**Age Requirement:**

* Volunteers 18 years or older are able to volunteer on their own. However, storm drain marking is safer when done in pairs or small groups.
* Minors under15 years old must have parent signature AND parent alongside for duration of event.
* Minors 16-17 years may volunteer without parent, as long as a parent signature is provided.

**Court Ordered:** No

**Physical Requirements:**

* Must be able walk, bend and stoop
* Available to label not-yet-marked storm drains (may not be available in immediate neighborhood)

**Desired Experience:**

* Concern about the environment, water quality

**Time Commitment:**

* Minimum commitment is one-time (requires *One-time Volunteer Service Agreement* per person)
* Complete a minimum of 10 storm drains

**Position Description reviewed and understood**

Volunteer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Volunteer Name (Please Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature (If volunteer is 17 years or younger): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_