

Resources for Cities on Volunteer Engagement: Ideas for Roles for Volunteers

If you are looking for ideas on how other cities are involving volunteers, this is the list for you. It was developed by the Minnesota Association for Volunteer Administration (MAVA) to share information learned from cities around Minnesota.

Administrative Support & Clerical Work

- Finance Volunteer
- Archiver
- Data Entry
- General Office Support
- Document Imaging Assistant/Scanner
- Interpreter/Translator
- Clerical Aide
- Customer Service Volunteer
- Document Imaging
- Scheduling Assistant
- Front Desk Volunteer
- Display Case Designer

Marketing/Outreach

- Public speaking
- Writing
- Photography
- Donation procurement
- Poster/flyer hanging

Committees, Boards & Commissions

- Planning Commissioners
- Charter Commissioners
- Festival in the Park Committee
- Economic Development Commission
- Streets and Utilities Committee
- Parks Recreation and Forestry Commission
- Measurement Team member
- Core Planning Team member
- Welcome Wagon Committee
- Parade Planning Committee

Public Works & Inspections

- Zoning Enforcement
- Fire Hydrant Painting
- Public Works Volunteer
- Property Maintenance/Code Enforcement Administration
- Storm Drain Stenciling
- Storm drain monitor

Volunteer Administration

- On-call/special projects
- Out-going phone calls to volunteers

Youth/Teen Volunteer Engagement

- Summer Teen Volunteer Program
- Teen Advisory Group (TAG)
- Mayor's Youth Task Force

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Parks & Recreation

Recreation Roles

- Outdoor ice rink volunteers
- Coaches: T-Ball, Youth Baseball, Softball, Adaptive Softball, Soccer
- Junior Golf League Leader
- Adaptive Softball Volunteers
- Golf Course Volunteer
- Hockey ticket-taker
- Hiking club van driver
- Card group leaders

Events & Educational Volunteer Roles

- Brochure spotlights
- Junior Counselors
- Day Camp Assistant
- Arts and Crafts
- Aquatic Assistant
- Public Educator (Interpreter)
- Special Events Assistant/Volunteers
- Visitor Greeter
- Nature Center Volunteers
- Recreation Center Booster Club
- Activity leaders
- Club leaders

Park & Nature-Oriented Roles

- Natural Resources Volunteer (general)
- Blue Bird Nest Monitor
- Breeding Bird Survey Routes
- Endangered Species Volunteer
- Park Pet Patrol
- Citizen Park Patrol
- Invasive Plant/Tree Removal, Buckthorn Removal
- Weed-Be-Goners
- Emerald Ash Borer: tree census project
- Parks Pick-A-Project
- Natural Resource Restoration Steward
- Habitat restoration
- Restoration Supervisors
- Wetland Health Evaluation Program
- Litter-Free Team
- Clean and Green Project
- Spring/Fall Cleanup
- Beach Clean-up
- Park Clean-Up Volunteers
- Garbage Pick Up
- Park Beautification/Gardening
- Garden/Landscaping Assistance
- Gardener Aide
- Garden Stewards
- EcoStewards
- Park Stewards

Adopt a...

- Neighborhood
- Hydrant
- Park
- Trail
- Disc Golf Course
- Planter Box
- Flower Basket
- Rain Garden
- Street

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Animal Control

- Dog Walkers
- Cat Cuddlers
- Photographers
- Paw Patrol (events)
- Admin Team

Public Safety

Fire Department

- Fire Department Community Education & Outreach
- Fire Department Educator
- Fire Dept. Analyst
- Fire Dept. Operations Team
- Fire Prevention Assistant
- Fire Chaplains

Police

- Police Reserves
- Police Explorers
- Police Chaplains
- Police Department Assistant Volunteer
- Citizen Park Patrol
- Traffic Control
- Police Records
- Police Property Room Volunteer
- Checking homes of residents on vacation
- Parking enforcement
- Monitoring handicap parking spaces and fire lanes
- Conducting traffic and other studies

Public Safety: Committees, Events & Panels

- Restorative Justice panels
- Juvenile Diversion Program Leader
- Community Emergency Response Team (CERT)
- Team Restart
- Mobile Volunteer Network (MVN)
- MN Night to Unite volunteer
- Neighborhood Watch

Other Volunteer Roles

- Special Events Assistance
- Facility/Maintenance Volunteer
- Senior Initiative
- Senior Computer Instructors
- Homebound Volunteers
- Library: Adopt-A-Shelf
- Community Television: Event Volunteer; Studio Administrative Volunteer
- Cemeteries
- Theater; Usher
- City Facilities guide/greeter/docent

This information is from a survey conducted by the Minnesota Association for Volunteer Administration (MAVA) in July 2015 as part of an initiative on city volunteer engagement. Responses were received back from 26 cities, including 4 cities from Greater MN and 22 cities in the Twin Cities Metro Area. Thank you to Bush Foundation for funding for this initiative.