CITY OF BEND

**Bend Tree Project**

# VOLUNTEER POSITION DESCRIPTION

## Summary

Help shape the future of Bend's urban forest!

The City of Bend is launching the Bend Tree Project, an exciting community effort to better understand, care for and grow our City's tree canopy. As a volunteer, you will support this effort by gathering field data about trees and potential planting locations throughout the City. Your work will directly support long-term forest planning, improve maintenance scheduling, and identify opportunities for new tree planting.

The project is led by the Urban Forester in the Community Development Department (CDD) and volunteers will be fully supported with maps, field guidance, and safety communication protocol. You'll also be able to follow the project's progress through weekly updates on our dedicated project website.

## What You'll Do

- Collect Geographic Information system (GIS) data for existing trees and potential planting sites in the public right-of-way.
- Enter tree locations and attributes into the mobile data collection platform using a personal smartphone.
- Identify tree genus and species using provided tools and guidance.
- Measure tree diameter, planting space, and other key characteristics.
- Evaluate trees condition and document any maintenance needs.
- Add notes and flag trees for arborist review when appropriate.
- Work either independently or in small volunteer teams.
- Log each field session into the project's monitoring platform.
- Commit to a consistent weekly schedule of approximately 2–3 hours.

## Work Environment and Ability Requirements

- Outdoor fieldwork for extended periods, including walking several miles per session.
- Data collection occurs along street rights-of-way, in residential neighborhoods, commercial districts, and near higher-traffic roadways.
- Volunteers must use their own smartphone to enter data into the collection platform.

- High-visibility vests will be provided and must be worn at all times for safety.
- Sunscreen and water bottles will be supplied; maintaining hydration and sun protection is essential.
- Volunteers should feel comfortable working independently or with a partner in outdoor urban environments.

## Training & Support

- Volunteers will receive training on tree identification, measurement techniques, and use of mobile data collections tools.
- Staff support will be available throughout the project for questions or assistance.

**Accommodation Information for People with Disabilities & Language Assistance Services**
You can obtain this information in alternate formats such as Braille, electronic format, etc. Free language assistance services are also available. Please email **accessibility@bendoregon.gov** or call 541-693-2198. Relay Users Dial 7-1-1. All requests are subject to vendor processing times and should be submitted 48-72 hours in advance of events.

**Servicios de asistencia lingüística e información sobre alojamiento para personas con discapacidad**
Puede obtener esta información en formatos alternativos como Braille, formato electrónico, etc. También disponemos de servicios gratuitos de asistencia lingüística. Póngase en contacto en correo electrónico **accessibility@bendoregon.gov** o número de teléfono 541-693-2198. Los usuarios del servicio de retransmisión deben marcar el 7-1-1. Por favor, envíe sus solicitudes con 48-72 horas de antelación al evento; todas las solicitudes están sujetas a los tiempos de procesamiento del proveedor.