

Friends of Mt. Tabor Park

Weed Warriors Handbook

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Introduction

This Handbook provides information about the work of the Friends of Mount Tabor Park (FMTP) Weed Warriors (WW) for use by future WW Stewardship and Program Coordinators, crew leaders, Portland Parks and Recreation (PP&R) Stewardship Coordinators and other PP&R staff, and members of the FMTP Board. How we do our habitat restoration work in Mount Tabor Park (MTP) has evolved over the past 15 years and will continue to evolve as we learn from our own experiences, experiences of others, and from habitat restoration theory and research.

A secondary audience is individuals involved with forming new and/or extending current habitat restoration volunteer programs. The practices described in this Handbook are not intended as a blueprint for other restoration project groups. Sites vary, and communities are different. Successful efforts must be tailored to local circumstances. We believe, however, that some of the practices described here may be of use to others.

Though this handbook is divided into sections, all components of the program are closely linked and overlap. Several Appendices are available that contain more detailed information and examples drawn from our practices. For example, Appendix A is a historical timeline of our development showing various milestones reached as well as significant events. Some appendices are included as hyperlinks to Internet sources such as the FMTP bylaws that include a section outlining the WW program (Appendix B).

Our hope is that this Handbook will help ensure that the FMTP-WW volunteer service project remains strong and is guided by the “best practices” that come from what we have learned and will continue to learn over time.

Background

Degraded Park Habitat

In 2005 and 2006, PP&R conducted a comprehensive inventory of the vegetation in MTP¹. This survey revealed that the majority of the site was in “poor” or “severely degraded” condition due to extensive cover of invasive vegetation (Table 1). The dominant invasive groundcover and shrub species included ivy (*Hedera spp.*), old man’s beard (*Clematis vitalba*) and Himalayan blackberry (*Rubus armeniacus*). Non-native invasive plant species like these crowd out and prevent the natural regeneration of native species. This leads to a lack of biological diversity and structural complexity, further contributing to the degradation of the park.

TABLE 1: ECOLOGICAL CONDITION OF MT. TABOR VEGETATION

Ecological Condition	# Veg Units	Acres
1 – Healthy	0	0
2 – Good	0	0
3 – Fair	4	10.96
4 – Poor	25	68.73
5 – Severely Degraded	40	87.17
TOTAL	69	166.86

Aside from ecological impacts, non-native invasive plants negatively influences stormwater management. Historically, native plant communities protected the erodible hillsides from concentrated stormwater runoff and erosion. However, ivy, old man’s beard and Himalayan blackberry provide relatively little root structure to bind the soil compared to native understory plant species. This condition leads to increased erosion and stormwater runoff into the city’s already stressed combined sewer system. Without intervention the forest and ecosystem functions, including erosion control, stormwater interception, botanical diversity, and wildlife habitat, continue to decline.

Fortuitous Program Beginnings

Multiple influences associated with the early development of the FMTP-WW volunteer service project have contributed to the sustained growth and success of the program.

Friends of Mt. Tabor Park

The WW were established by the FMTP, a non-profit organization founded in 2000, as part of a larger array of volunteer service projects (e.g., the FMTP Foot-Patrol and the trail marker project).

¹ According to the City of Portland, Parks and Recreation (<https://www.portlandoregon.gov/parks/39872>) surveys were conducted of natural area parkland between 2003 and 2008 “as a step in Portland’s ecosystem management process.”

Founding Father

Tony Cole, an early leader and “founding father” with a passion for MTP organized initial service projects focused on removing Scotch broom (widespread in the park), air gapping non-native ivy from the trees, and removing *Clematis vitalba*. Cole wrote an article for the *SE Examiner*, “Green Terrorists,” which describes the condition of the park and identifies the worst of the invasive species.

Dedicated Neighbors

A relatively small but dedicated group of neighbors volunteered for the initial monthly Saturday invasive species removal projects.

Supportive Volunteer Service Director

PP&R Volunteer Service Director, Steve Pixley, supported the program development with his enthusiasm, a donation of gloves for volunteers, and his personal time as a volunteer.

Tabor to the River Project

The inclusion of MTP in the Bureau of Environmental Services (BES) Tabor to the River project has brought funding, program planning, and shared information.

Collaborative Leadership Framework

When the FMTP-WW was formed, no comprehensive plan was in place to address the deteriorating ecological health of the park. Now there is. The steady development of the WW since 2002 can best be described as partnerships and collaborative leadership. Early efforts involved small groups of dedicated neighbors attending monthly service projects to remove ivy with some support from PP&R staff. Today the WW work closely with a number of essential and key partners within a collaborative leadership framework. We believe a first step for any volunteer service organization involved with habitat restoration is to take stock of potential partner organizations that can help with one or more aspects of the project. Maintaining on-going communication, sharing information, solving problems collaboratively, and holding joint-planning events can sustain and strengthen such partnerships.

Program Partners

The following list is of partners that are directly involved in planning and funding.

Friends of Mt. Tabor Park

- *FMTP-Weed Warrior Coordinator* (WWC) is appointed by and reports to the FMTP Board (Appendices C and D)
- *FMTP-Weed Warrior Stewardship Coordinator* (WWSC) is a paid position that reports to the WWC and plans restoration events, coordinates with volunteers, and reports results to partners (Appendices E and F)
- FMTP contributes \$1500-3000 a year for the WWSC position

Portland Parks and Recreation

- *PP&R* must review and approve all planned habitat restoration events in the park
- *PP&R Willamette River Watershed Stewardship Coordinator* (WRWSC) contributes guidance and collaboration on planning and the crew leader training (see 'Crew Leaders')
- *PP&R staff* provides support in the form of debris removal and other logistics
- PP&R contributes \$800 each fiscal year to fund the FMTP-WWSC position

Bureau of Environmental Services

- *BES Tabor to the River* project was extended to MTP in 2010 and runs through June 2017. The project has resulted in the extensive removal of invasive trees and plants from the park where manual removal by volunteers is either unsafe or would not be effective.
- BES has partnered with the WW on grant opportunities (see 'Funding')
- BES contributes \$2500 each fiscal year to fund the FMTP-WWSC position

Collaborative Leadership

Leadership of the FMTP-WW is best viewed as a mosaic of collaboration. The WWC, WWSC, PP&R-WRWSC, BES Tabor to the River staff, and the WW Advisory Committee all exhibit leadership. In our model there is no one leader. Collaborative leadership is possible because of a high level of trust that has been developed among the partners who willingly share information and respect each other's roles. We are able to maintain shared leadership by holding collaborative meetings and participating in an annual park survey to identify challenges/problems, assess progress, and set goals and plans for the coming year and beyond.

Funding

Funding for the part-time WWSC and for tools and supplies has been shared between BES, PP&R, and FMTP.

Habitat Restoration Plan

A collaborative leadership model results in an overall plan for ongoing habitat restoration in MTP that is updated annually. Locations in MTP where each partner group works are identified (Appendix G).

Crew Leader Training

Joint planning and participation of the annual crew leader trainings by the three key partners is another critical component of collaborative leadership (see 'Crew Leaders').

Trust and Independence

One notable indicator of the level of trust among partners is that trained WW crew leaders are able to carry out volunteer events without the on-site presence of a PP&R employee (though crew leaders have contact information for PP&R staff should questions or problems arise).

Annual Planning

Collaboration is the foundation for annual planning. Input from PP&R, BES, and the WW Advisory Committee guide development of the WW service project plan.

Annual Park Survey

Key staff from PP&R, BES, and the WW meet at least once a year for a walking tour of MTP with the purpose of developing shared goals, assigning roles and responsibilities, and identifying ways to strengthen communication for the coming year.

Weed Warrior Advisory Committee

The WW Advisory Committee (Appendix H) meets twice a year (in spring and fall) to assess progress and review goals, identify issues, and problem-solve. Committee members include WWC, WWSC, some WW crew leaders, and a birding expert. Key staff from PP&R and BES serve as ex-officio members.

Stewardship Agreement

A Stewardship Agreement (Appendix I) between the FMTP-WW and PP&R details roles and responsibilities and a month-by-month description of the focus of the WW volunteer events. The Stewardship Agreement is created by the PP&R-WRWSC after the Annual MTP Survey and is finalized with input from FMTP-WW and BES.

Declaration of Cooperation

A Declaration of Cooperation (Appendix J) details the roles and responsibilities of the WW and BES. This formal collaboration will end in June 2017 when BES completes its Tabor to the River project in the park.

Crew Leaders

The FMTP-WW began with one main crew leader, Tony Cole. Cole used his knowledge and experiences to carry out volunteer events with small groups of volunteers who came predominately from the neighborhoods immediately surrounding MTP. In recent years the number of crew leaders has grown to 20. Crew leaders attend an annual four-hour training and commit to participating in at least two Saturday events each year.

Recruitment

In order to sustain volunteer support efforts are made to recruit new crew leaders and to retain current crew leaders.

Networking

Most crew leaders are recruited through personal contacts and networking. During events, crew leaders stay on the lookout for volunteers who might be interested in taking on leadership responsibility. Individuals we work with at local colleges/universities (Portland State University, Portland Community College, Warner Pacific College) are contacted personally and asked to help identify potential crew leaders. Efforts have been made to encourage organizations that volunteer as a group to select their own members to train and serve as crew leaders. It has not yet been determined if this can become a successful strategy and if it is within the existing capacity of the WW program to support this framework.

Media

Information about crew leader recruitment is posted in the Community News section of the *SE Examiner* and on the FMTP Facebook page and website. Program partners (PP&R, BES, SOLVE, Hands On Greater Portland) post the volunteer crew leader opportunity in their newsletters and/or on their websites and social media sites.

Training Program

The annual crew leader training is a result of collaboration between PP&R and FMTP-WW that enables the WW to lead volunteer groups without the on-site presence of PP&R. Two training sessions are scheduled at the beginning of the season (February/March). Over time this training has evolved to include additional resources and longer, more in-depth sessions.

Each year the WWSC and the PP&R Stewardship Coordinator update the Crew Leader Manual². This manual is provided in print for crew leaders at the training. The training is a balance between classroom and field-based learning and continues to evolve from year to year. Main topics that are addressed at the training include:

² For an up-to-date copy of the crew leader manual, contact the Weed Warrior Coordinator.

Background of the Program and Partners

A representative from each partner group (FMTP, PP&R, and BES) presents background information about their program and their relationship to MTP and the WW. Included in the Crew Leader Manual is contact information for individuals who are involved with the program.

Crew Leader Role and Responsibilities

An overview of the purpose and responsibilities of the crew leaders is presented by the WWSC. Crew leaders are responsible for leading small groups of volunteers and providing support during the events to ensure volunteers are confident, comfortable, and safe.

Working with Volunteers

Special attention is given to the needs, interests, and capabilities of volunteers. General guidelines for working effectively with volunteers is presented followed by an exercise where crew leaders pair-up and practice responding to real-life event scenarios.

Safety

It is particularly important that crew leaders understand safety precautions and accident reporting procedures. PP&R (MTP property owner) trusts that WW will prevent avoidable accidents and respond to situations appropriately.

Invasive Species Lesson

A sample lesson plan focused on ecology is included in the Crew Leader Handbook. Crew leaders are also provided detailed information on the invasive plant species present in MTP, as well as their associated methods for treatment.

Site Tour/Restoration Methods

After a lunch break, crew leaders go outside to tour the WW work sites and get hands-on experience with the restoration methods (weed removal, planting, and mulching).

Support and Appreciation

Crew leaders are the heart and soul of the WW and their participation is essential to the volunteer restoration effort. It is especially important that significant efforts are made to support current crew leaders so they elect to return and feel valued and appreciated. Guiding principles and specific methods for showing crew leaders support include:

Training and Ongoing Education

Develop and offer a strong training program. Assign continuing crew leaders as mentors to new crew leaders to help them learn the ropes. They work together in pairs during one or two initial volunteer projects. Provide learning opportunities based on crew

leader interests that include an ongoing exploration of plant ID and restoration methods.

Communication and Information Sharing

Information is shared freely and frequently with crew leaders under the assumption that the better they understand the program dynamics, the better they can contribute and support volunteers. Perhaps this is a reason why most of the WW crew have been with the program for multiple years and attend a majority of the events (even though it is only requested they attend at least two events per year). Shared with crew leaders are all monthly volunteer event summaries, meeting outcomes, annual reports, and other documents/information that help them keep up to date on accomplishments and challenges.

Crew leader schedule

To facilitate planning, crew leaders are provided with a document in Google Drive to sign-up for events throughout the season.

Event plans

The WWSC provides crew leaders with clear assignments for the volunteer events (shared in advance electronically) and the tools needed to do the work.

Opportunities for Input

WW crew leaders are treated as part of the team and provided ample opportunities to give their input and participate. WWC and WWSC are available before, during, and after work parties to help problem-solve, answer questions, and discuss concerns. Crew leaders serving on the WW Advisory Committee helps to ensure crew leader perspectives are considered when deciding future WW direction, including how things have gone and what needs improvement.

Weed Warrior T-shirt

T-shirts are provided that identify them as crew leaders and help them to feel a member of a team.

Annual pizza party

An appreciation celebration is held before the beginning of each new season at a local pizza parlor (Flying Pie Pizza in Montavilla). Pies are donated by Flying Pie and FMTP.

Restoration Events

The volunteer events are the primary responsibility of the WWSC with support from the WWC and guidance from partners. Regularly scheduled events are held on the last Saturday of the month, March through October.

Planning and Coordination

Prior to the volunteer restoration event the WWSC is responsible for preparing a plan and coordinating with volunteers.

Coordination

SOLVE and Hands On Greater Portland volunteer registration lists are checked to find out how many volunteers have registered for the event. Crew leaders are reminded to update their availability in the crew leader schedule. PP&R is informed of the expected volunteer count.

Site Assessment

In order to prepare an effective work plan the WWSC surveys work units and determines several locations and tasks to assign to small groups. Invasive species that need to be addressed and safety concerns are identified. If poison oak is found during the survey, orange flags are placed beside it to warn volunteers of its presence.

Event Work Plan

Information from the site survey is communicated in the form of a work plan (Appendix K) to WW crew leaders, the WWC, and the PP&R Stewardship Coordinator. When creating the work plan, the WWSC may consult with partners to determine methods of treatment for certain species.

Event Logistics

Lessons learned over time have influenced the maturation of event logistics. Some essential procedures and considerations are included below:

Preparation

Prior to the event, the WWC prints sign-in sheets (from PP&R) and coordinates with the WWSC to make sure needed materials/tools are organized and ready to distribute. The WWC checks in with PP&R Park Technician regarding the work areas.

Tools and Supplies

The WWC, WWSC, and crew leaders arrive early to set up a table, organize tools, and arrange sign-in/liability material. A crew leader volunteers to pick-up coffee that is donated by Bipartisan Café to each FMTP-WW restoration event. Not all volunteers come prepared with their own water, so we provide a water cooler and cups. Sometimes

gloves are not paired correctly (ex. two lefts), so it is important to have volunteers check before leaving for the work area.

Near the work site we set up a canopy and table with snacks and beverages for volunteers. Tecnu for poison oak treatment and a first aid kit are available at the events. There is often a need for additional tools, so we bring extras to the site.

Restoration Methods

Invasive plant removal is the primary task at the volunteer restoration events. In consultation with the PP&R Park Technician, debris is deposited in small piles alongside the nearest accessible road or trail. Volunteers place removed weeds on a tarp. When it is full, a few people work together to move it to the roadside. Tarps reduce the chances for volunteers to get scratched by thorns, conserve energy by reducing the number of trips back-and-forth, and enable more weed matter to be removed from the site. Care is taken to leave a series of smaller debris piles as opposed to fewer large piles. This makes it easier for the Park Technician and crew to remove them.

Weed Warrior Wanderers are a small group of volunteers (no more than five) who roam a larger area with a specific goal in mind. This goal may be based on the Stewardship Agreement (i.e., clipping cherry starts), an observed threat (i.e., clematis growing up a tree), or seasonal plant growth (i.e., Scotch broom blooming).

Native plantings are organized by PP&R and additional events are scheduled during the winter if the WW have adequately removed invasive plants from a natural area and plants are available (provided by PP&R). The PP&R-WRWSC assists with the volunteer restoration event on these occasions. Volunteer groups led by crew leaders are assigned to a native plant species associated with a flag color. Prior to the event, the PP&R Ecologist places these flags in the work area as guides for planting locations.

WW *mulch* in areas where there have been native plantings. Because it is difficult to identify new plantings, especially when weeds grow in around them, a white ribbon is tied around the plants when they are planted. In addition, volunteers weed around the plantings when they mulch.

Wrap-up

Crew leaders help to clean tools and put away supplies. A crew leader volunteers to take gloves home for cleaning. Sign-in sheets are sent to the PP&R-WRWSC. The WWC follows-up with the PP&R Park Technician regarding the areas where volunteers worked and locations where debris needs to be removed.

Assessment and Reporting

Assessment is critical for guiding the event logistics and ensuring the program is successful in accomplishing its purpose.

Record Statistics

Methods for tracking progress have evolved from year-to-year. Figuring out the most appropriate metrics to collect to best represent the quantity of work that is accomplished at an event has been challenging (Table 2). Initially, the measurement of the work area was recorded. However, it was realized that this metric does not represent physical change in the space. The following year, work was measured by estimating the amount of removed invasive plant based on the size of the debris pile. This figure was impressive at first but as the work site improved from an ecological perspective (less invasive species were present), the amount of debris decreased. This decrease in debris inaccurately suggested that less work was being accomplished, which was not the case, because what changed was the type of work (low volume – high detail intensive work replaced large volume – low detail work), not the quality of the work. As a solution, the work site is also surveyed for estimated percent cover of invasive species. Not only does this measurement represent what volunteers physically removed, but it also provides a good record for tracking progress and assessing the condition of the site.

TABLE 2: MEASUREMENTS OF VOLUNTEER WORK

Metric	Method	Benefits	Issues
Work area	Pace the height and width of the extent of the work area and multiply to determine the feet squared or calculate the geometry in a geographic information system	Compare with the number of volunteers to assess average ratio of area to volunteers	Does not quantify the condition of the area or the work accomplished
Invasive plant debris	Determine volume of debris by either multiplying the height, width, and length of piles or estimating the number of truck loads necessary to remove	The amount of invasive plants that was in the area can be useful for assessing the pre-condition of the site	Difficult to measure/estimate accurate quantities; results vary depending on the site conditions; not a good representation of the work accomplished in sites that are further along in restoration
Invasive plant percent cover	Estimate the percent of the area that is covered by invasive plants	Can provide information about how treatment is working; track site over time to assess progress and habitat condition	Percent estimations vary in precision especially when multiple people survey; does not account for native species cover; the larger the area, the less accurate the estimates are likely to be

Volunteer Reporting

The WWC sends monthly reports to partner agencies (FMTP, PP&R, and BES) that include number of volunteers and volunteer hours. This is important because volunteer service hours are often used for in-kind grant matching. The WWSC reports volunteer participation to volunteer recruitment partners, Hands On Greater Portland and SOLVE.

Event Summary

The WWSC writes a summary of the event to share with partners and to post on Facebook (Appendix L). These reports include details from the events including a general description of the day, volunteer participation, successes, issues and/or areas suggestions for program improvement, and statistics. Photographs are taken throughout the event to post online and to support the event summary. The WWC provides an abbreviated summary to the partners including the PP&R Volunteer Service Director.

Volunteers

Volunteers serve in more ways than even they may recognize. They do the physical work that is necessary for changing any environmental conditions. Also, each volunteer who chooses to participate is casting his or her vote in support of the project. In addition to giving time, energy, and approval, volunteers take home their experience, which includes what they see, whom they meet, what they are told, and personal impressions of all of these factors. The experience belongs to the volunteer and influences his or her life more or less depending on the individual.

Recruitment

Over the years the number of returning volunteers has increased. We credit this to our efforts to support a positive experience where volunteers know they are making a difference and are able to learn more about the larger habitat restoration effort. The MTP Visitor Center, staffed by FMTP volunteers, provides information about WW events, how to participate, and distributes business cards with contact information.

A majority of recruitment is accomplished through partnerships. WW partners attract volunteers by promoting the events on their websites, in newsletters, and by referral. In return, these partners are recognized in WW reports and articles.

Collaborating agencies

PP&R posts and sends out information on upcoming volunteer events.

BES includes information regarding the habitat restoration effort in the park as articles in the *SE Examiner* and on publicly distributed brochures.

Non-profits that specialize in organizing volunteers

Partner organizations post WW events on their websites where individuals and groups can sign-up and we can know how many volunteers to expect.

- *Hands On Greater Portland*
- *SOLVE*

Educational institutions

Warner Pacific College (SE Division and SE 68th) dedicates student/staff/faculty volunteers to service projects in the park each year as part of its Common Day of Service held during a weekday in September. In the past, two students trained to serve as crew leaders as well as a work-study student whose time was donated to FMTP. A key contact is the Service Learning Coordinator.

Portland Community College Southeast (SE Division and SE 82nd) provides several crew leaders and connection to faculty in their park-related course activities.

Portland State University is a source of several crew leaders.

Neighborhood organizations

Efforts are made to keep local neighborhood associations aware of the WW program. The Montavilla Neighborhood Association co-sponsored a regular Saturday event. Outreach of this kind takes time but holds promise if continued.

Special Events

The WWC (or sometimes the PP&R-WRWSC or the WWSC) receives special requests from organizations to hold volunteer habitat restoration events at times other than the regularly scheduled events. The capacity for hosting additional events is determined by the partners.

- *The Nature Conservancy* co-sponsored events with the WW
- *Portland Parks Foundation Parke Diem* annual citywide volunteer service event in support of Portland Parks
- School and College Groups (most regularly, Warner Pacific College)
- Businesses, churches, and other organizations

Leadership and Support

The WWC, WWSC, and WW crew leaders support volunteers before, during, and after the event.

Before an Event

Ensure there are enough crew leaders to support volunteers who register.

Communicate the rules for parents of young children for safety and liability reasons. While we want to support everyone getting outside and connecting with nature, some restrictions are necessary to ensure the safety and enjoyment of all volunteers. Volunteers are told prior to event that children must be accompanied by an attentive adult.

Provide teens who will be unattended by a parent or guardian with the PP&R Volunteer Application, which when signed by the parent or guardian and given to the WWSC at the event, provides parental consent for the teen to attend unaccompanied.

During the Event

Greet volunteers as they arrive and direct them to sign-in. Inevitably there are volunteers who arrive late. To greet them and sign them in, a crew leader remains at the meeting place after other volunteers leave and either directs or leads the latecomers to the work area.

Give a brief introduction and divide volunteers into smaller groups, each led by a crew leader. Safety precautions are communicated (bees, slopes, tools, poison oak). Understand who volunteers are and provide opportunity for them to participate in ways they are comfortable.

20-30 minute snack/educational breaks are taken to provide volunteers with opportunities to ask questions about the habitat restoration work in the park and to learn more, sometimes through presentations or activities led by the WWSC or crew leaders.

The WWSC and the WWC roam across the various locations of the work parties to check in regarding how things are going, converse with volunteers, make sure tools/supplies at the site are adequate, and take photos.

After the Event

Volunteers are thanked for their efforts at the end of the events and invited to come back and/or asked about their interest in becoming a crew leader.

When volunteers come as part of an organization group, an effort is made to follow-up with a thank you to the group coordinator (an e-mail or phone call).

Balancing Service and Education

Surveys completed by volunteers in Portland revealed that the two most common reasons for volunteering are to be involved in environmental stewardship and to contribute to community improvement³. Volunteers want to know they are contributing in ways that make a positive difference. This combination of action and awareness that motivates volunteer participation is the reason the WW program balances service and education.

At the start of an event, the program and partners are briefly introduced, volunteers learn the basic plan for the day, and general safety concerns are addressed. Rather than front-load the volunteers with information, the events now begin with a five-minute introduction. Crew leaders then share more in-depth information regarding safety, weeding/planting techniques and plant ID to smaller groups at the work site.

An educational component is included at the halfway point of each event when many volunteers usually take a break anyway. Topics vary, but time is provided for the volunteers to share their experience and ask questions. At this time, volunteers are warmed-up, have gotten to know each other, and have experienced some restoration work.

³ Handelman, Corinne, "Natural Area Stewardship Volunteers: Motivations, Attitudes, Behaviors" (2013). Dissertations and Theses. Paper 1058.

Community Outreach

A variety of community outreach strategies have been developed since the program began about 12 years ago. Collectively, they are designed to increase public understanding of the invasive species challenges in the park and the importance of their removal; enable identification of both invasive and native plant species; provide information on accomplishments by the partners to restore ecological health to the natural areas of the park; and, provide people with information about opportunities for involvement. The FMTP-WW, PP&R, and BES Tabor to the River staff all contribute to the effort.

Publications

Websites

The FMTP Website and WW Facebook page include information about upcoming volunteer events. The event summary and photographs are also posted on the WW Facebook page. These posts are shared on the FMTP Facebook page. PP&R posts events or reports on the PP&R website *Natural Area Stewardship* page and occasionally on the PP&R Facebook page or Instagram account.

Articles and Annual Reports

Articles in the *SE Examiner* help keep the community informed about WW efforts and accomplishments. BES Tabor to the River regularly includes ads and other information in the *Examiner* that mentions the role of the Weed Warriors and provides our contact information. Articles are included in the biannual FMTP Newsletter, which is distributed to FMTP members. The Weed Warrior Annual Report is distributed widely, and highlights are included in the FMTP Annual Report. FMTP highlights or articles about events are occasionally posted in the PP&R Stewardship Newsletter (*The Leaflet*).

Visitor Center, Brochures, and Business Cards

The MTP Visitor Center, staffed by FMTP volunteers, distributes various brochures about invasive and native plant species, the BES Tabor to the River-related effort in the park, and business cards with WW contact information. Visitor Center staff pass along names and contact information for visitors wishing to learn more about the WW and opportunities for involvement. BES has been especially generous in sharing a variety of brochures designed to educate the community about native habitat restoration efforts in the park.

Events

FMTM Annual Meeting/Winter Program

The FMTM holds its Annual Meeting/Winter Program each March. The event is designed both for members and the larger community. Over the years featured presentations have included the BES Tabor to the River project, implications of climate change on the park, the birds of the park, and the importance of the park as part of the larger metro area natural habitat greenspaces. The WW representatives make themselves available at an information table with brochures and volunteer sign-up sheets.

FMTM Annual Summer Picnic

WWC usually sets up a table with information on the WW program.

Community Events

The WW are occasionally invited to represent the program by tabling at community events. Examples include the Glencoe Elementary School Science Fair, Sunday Parkways, and the MTP Annual Tar 'n Trail Race.

Partnerships

Neighborhood Associations

Regular updates on WW and other native habitat restoration efforts in the park are made at the monthly Mt. Tabor Neighborhood Association meetings. A FMTM Board member provides these updates. As part of an earlier grant application process, meetings were held more than once with the Boards of the *Mt. Tabor*, *Montavilla*, *North Tabor* and *South Tabor* Neighborhood Associations. Montavilla co-sponsored the June 2015 Saturday volunteer event. The potential of these neighborhood associations serving as regular partners in the habitat restoration effort is still being explored.

Educational Institutions

Close contact is kept with several key individuals at the nearby *Warner Pacific College*. The deep commitment of the college to community outreach and service includes service in MTP. Key positions include the Service Learning Coordinator, the President, and the Vice President for Operations. The WWC in the past has met with large groups of incoming new students to talk about the park, the habitat restoration effort and how they can help. The Service Learning Coordinator plans the September Common Day of Service event, which brings from 20-40 faculty, staff, and student volunteers together for service projects in the park. The WWC, PP&R and Services staff work together to provide support for the Day.

The WWC presented a talk about the Weed Warriors and associated opportunities for community-based service learning to the *PCC-Southeast Campus* faculty. The college is working to expand such opportunities for faculty and students. In the past a faculty member approached the WWs and PP&R about bringing her environmental biology class to the park for both a research project and to give habitat restoration service. This individual has since become a WW crew leader, serves on the WW Advisory Committee, and is now a department chair at the campus.

Funding and Other Support

Weed Warrior Stewardship Coordinator

The FMTP board determined in 2009 that an effective WW program required a part-time paid employee to manage volunteers and lead events. The FMTP is an all-volunteer organization with the exception of this part-time WWSC. The five-hour a week position was funded when the BES Tabor to the River project included MTP in 2010. Over the years funds have come from BES (\$2500 per fiscal year), FMTP (\$1500 annually with a special \$1500 increase for one year to cover additional duties), and most recently PP&R (\$800 per fiscal year). This funding commitment, subject to annual budget reviews by each partner, is expected to continue through June 2017. Following 2017, future funding source(s) will need to be found.

Tools and Supplies

The annual inventory of tools and supplies and feedback from the crew leaders/Advisory Committee determine future tools/supplies needs. The purchasing of tools is the responsibility of the WWC.

- FMTP allocates between \$300-\$500 each year for tools and supplies
- Efforts are made to identify vendors who offer discounts to non-profit organizations (examples are Garden Fever and Sanderson's)
- PP&R share their tools, as needed, to supplement WW tools
- A two-year grant awarded to BES Tabor to the River provided \$2400 to the WW to purchase tools and supplies

Other Donations

The WWC plays the lead role in requesting donations and maintaining communication with the donors.

- Provision by *PP&R* of a room at MTP for WW use (office/storage of supplies)
- Provision of office furniture, storage shelves by *Portland Water Bureau*
- A rug from *Home Depot* (installed by their employees)
- *KIND* snack bars
- Storage bins from *Zupans*
- Coffee/Tea from *Bipartisan Café* and *Rain or Shine Café*
- Pizza from *Flying Pie Pizza*
- *Trader Joes* donated food in 2009
- *New Seasons* donated food for crew leader training (\$150 worth)
- \$50 and supplies (trash bags, first aid supplies, rubber gloves) from *SOLVE*
- *Warner Pacific* donates room space for the bi-annual Advisory Committee meetings (worth \$65 per meeting)
- Volunteer Dick Anderson brings his truck to most events (for distribution of tools and supplies to the work sites and the moving of mulch)

Appendices

These stand-alone materials are available to future leadership of the WW program and to other volunteer restoration groups as appendices either included in the following pages or as a hyperlink to an Internet location.

- A. Weed Warriors Short History**
- B. Friends of Mt. Tabor Park Bylaws**
- C. Weed Warriors Coordinator Position Description**
- D. Weed Warriors Coordinator Duties by Month**
- E. Weed Warriors Stewardship Coordinator Position Description**
- F. Weed Warriors Stewardship Coordinator Duties by Month**
- G. Bureau of Environmental Services Mt. Tabor Park Units Map**
- H. Weed Warriors Advisory Committee Description**
- I. Stewardship Agreement (FMTP and PP&R)**
- J. Declaration of Cooperation (FMTP and BES)**
- K. Weed Warriors Event Plan**
- L. Weed Warriors Last Saturday Event Summary**