



2145 Centre Avenue | Fort Collins, CO 80526  
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## 2022 Spring Plant Sale Volunteer Position Descriptions

**\*\*Annuals + Herbs Helper:** Answer questions and help sell plants! Must be knowledgeable about annuals and herbs. Involves moving flats of plants. We will provide a plant list ahead of your shift. Help with restocking and cleanup. Involves standing for long periods of time.

**\*\*Perennials Helper:** Answer questions and help sell plants! Must be knowledgeable about perennials. Involves moving flats of plants. We will provide a plant list ahead of your shift. Help with restocking and cleanup. Involves standing for long periods of time.

**\*\*Veggies Helper:** Answer questions and help sell plants! Must be knowledgeable about vegetables. Involves moving flats of plants. We will provide a plant list ahead of your shift. Help with restocking and cleanup. Involves standing for long periods of time.

**\*Ticket Scanner:** Scan tickets at entrance. Involves standing for long periods of time. Requires using technology and reading a small screen. Training will be provided.

**\*\*Cashier:** Check out shoppers or assist with ticket sales at entrance. This position is only open to volunteers who have had training with Altru and to volunteer at the front desk.

**Floater:** Fill in for any volunteer position when needed, including while other volunteers take breaks. Must be flexible. Plant knowledge not required for this position.

**Veggies Runner:** Help with restocking vegetables. Involves lifting, bending, moving racks and carrying flats of plants. Knowledge of vegetables is helpful.

**Greeter:** Assist with lines and flow, answer questions. Outgoing and friendly! Involves standing for long periods of time.

**Checkout Line Helper:** Assist with lines and flow as guests are checking out. Certain positions can be seated.

**Plant Holding Station:** Organize customer boxes at the holding stations - make sure things are labelled and alphabetized, assist guests in finding their items. Involves lifting boxes of plants.

**Shopping Assistant:** Offer to take boxes for guests to the holding station; restock boxes when there is downtime. Involves walking around the event, carrying boxes of plants and labelling boxes. Outgoing and friendly!

**Tally Station:** Fill out tally sheets during the checkout process. Involves counting and differentiating between colored plant tags in a busy setting.



**Valet:** Assist guests with transporting plants from the different holding stations and to their vehicles. Involves walking, carrying boxes of plants, and pulling heavy wagons for most of the shift.

**Traffic:** Monitor loading zone in front of the building and direct shoppers entering the event.

**Perennials Setup:** Setup tables as needed, and then fill with perennial plants. Involves heavy lifting.

**Annuals Setup:** Setup tables as needed, and then fill with annual and herb plants. Involves heavy lifting.

**Veggies Setup:** Setup tables as needed, and then fill with vegetable plants. Involves heavy lifting.

**Cleanup:** Help move plants and collapse tables.

\*Internal Gardens on Spring Creek Volunteers Only

\*\*Additional Training Required