



About Buffalo Bayou Partnership

Established in 1986, Buffalo Bayou Partnership (BBP) is the non-profit organization transforming and revitalizing Buffalo Bayou, Houston's most significant natural resource. BBP's geographic focus is the 10-square mile stretch of the bayou from Shepherd Drive to the Port of Houston Turning Basin. BBP has raised and leveraged more than \$200 million for the redevelopment and stewardship of the waterfront – spearheading award-winning projects such as Buffalo Bayou Park, planning for new parks and amenities east of downtown, constructing hike and bike trails, and operating comprehensive clean-up and maintenance programs. Buffalo Bayou Partnership also seeks ways to activate Buffalo Bayou through pedestrian, boating and biking amenities; volunteer activities; public art; and wide-ranging tours and events that attract thousands.

About Buffalo Bayou Park

Buffalo Bayou Park offers beautiful scenery and skyline views, artwork, a nature play area, the “go-to” dog park in the city, hike and bike trails, and gathering places for visitors to enjoy outdoor activities as well as artistic performances. Stretching from Shepherd Drive to Sabine Street between Allen Parkway and Memorial Drive, BBP maintains and operates the 160-acre park. Each year, volunteers contribute thousands of hours removing invasive plants, picking up trash and debris and spreading mulch to help maintain the green space's appearance. These efforts lead to a healthier environment and a more aesthetically pleasing amenity while fostering bayou stewardship. Volunteers also provide vitally needed support at Buffalo Bayou Partnership's signature events.

Volunteering Policies

UPDATED FOR COVID-19:

*Volunteers can only participate if they **have not been exposed to the virus. Masks are required by all volunteers and our staff while in the park. Projects are selected and assigned to provide appropriate social distancing.***

- All volunteers must read and sign a waiver form prior to volunteering with Buffalo Bayou Partnership. Forms can be submitted via:
 - BBP's website at buffalobayou.org/get-involved/volunteer
 - Emailed to volunteer@buffalobayou.org
 - In-person to the Volunteer Supervisor upon arrival to the event
- Buffalo Bayou Partnership has the right to use photographs or video of volunteers in marketing or public relations material, unless otherwise noted on the volunteer waiver form.
- Unchaperoned volunteers must be at least 18 years of age to volunteer with Buffalo Bayou Partnership. Youth volunteers ages 9-17 years are welcome with a chaperone 21 years of age or older. **There must be one adult per ten youth present.**
- Group leaders are responsible for making certain that all participants in their group follow instructions and abide by Buffalo Bayou Partnership's volunteer policies. Groups must agree to arrive in a timely manner.
- Closed-toe shoes or boots and long pants are required. Attire should be comfortable, weather-appropriate and able to get dirty. Optional items include hat, bandana, sunglasses, knee pads, backbrace and gloves. Gloves will be provided to volunteers in groups smaller than 50 people.

- Volunteers must supply their own water, snacks, insect repellent, and sunscreen. If volunteering as an individual or in a group larger than 30, volunteers must also provide their own gloves.
- Most volunteer projects are scheduled for 8:30-11:30am, Wednesday through Friday. Some Saturday mornings may be able to be reserved for groups with 15+ volunteers.

Group Opportunities

Buffalo Bayou Partnership will assign each group to areas wherever their services are most needed during their volunteer event. The following are types of work volunteers will be completing:

- **Gardening** – Plant and weed flower beds, prairie and wildflower areas; spread mulch; and help maintain plant health
- **Invasive Species Removal** – Assist with identification and removal of invasive plants in wildflower areas
- **Trash Pickup** – Pick up trash and debris along trails, stuck in trees and plants, etc.
- **Trail Cleanup** – Shovel silt off trails to ensure safe use for pedestrians
- **Trail Resurfacing** – Fill in bare areas of trails with crushed granite to ensure a level, safe trail for pedestrians
- **Natural Surface Trail Repair** – Assist with making repairs on eroded surfaces, trimming branches and twigs, and picking up trash along trails

Individual Opportunities

- **Community-Wide Volunteer Day** – Complete a variety of tasks needed to maintain Buffalo Bayou Park. Events are held on the 3rd Saturday of each month, except December. Volunteers will be assigned to small groups and spread throughout the park.
- **Small Household Groups or Individuals** – To provide safe opportunities during COVID-19, we have set up a program for individuals or people living in the same household. The projects are designed to have limited contact with park staff.
- **Johnny Steele Dog Park** – Help keep the large and small dog parks clean by making sure pet owners are picking up after their dogs. Volunteers are needed on a weekly or bi-weekly basis.
- **Special Events** –
 - **Buffalo Bayou Partnership Regatta** – Help with registration and check-in, direct vehicular and boat traffic, and set up/tear down finish line festivities.
 - **KBR Kids Day** – Help with check-in, set up and tear down, help direct families to event location, distribute BBP materials, and lead children’s activities.
 - **Office Work** – On occasion, BBP will need assistance with a large mailing, filing, and other administrative work.

Contact Information

<p>Buffalo Bayou Partnership volunteer@buffalobayou.org Office: 713-752-0314 ext. 206</p>

Frequently Asked Questions

What will we be doing during our volunteer shift?

Buffalo Bayou Partnership (BBP) will strive to determine exact focus areas early in the week of your volunteer event. However, as conditions change due to regular use or weather-and/or water-related reasons, your help may be needed in a different area. Most volunteers will assist with pulling weeds, spreading mulch, clearing trails of silt, and picking up trash. We ask that you remain flexible and open-minded should volunteer responsibilities change prior to your arrival.

What tools/equipment does BBP provide?

BBP provides all necessary equipment and materials for the project area (i.e. rakes, shovels, etc.). If you have them, please bring your own work gloves.

What do I/we need to bring?

All individuals must complete a waiver online prior to volunteering, or bring a signed waiver with you. Also, please bring a reusable water bottle and any snacks, sunscreen or bug spray that you or your group may need.

What should I/we wear?

Clothing will vary depending on the time of year you are volunteering. BBP recommends that volunteers wear loose fitting clothes that are comfortable and will protect the body from possible snags and briars you may encounter if working in overgrown areas. Closed-toe shoes or boots, hats, bandanas and sunglasses are also recommended.

Is there a place to store my belongings?

BBP does not have a space for you to store your personal items. Please make sure you have a secure space for them prior to working your shift.

Can we bring children with us to volunteer?

Yes, however, due to the nature of our work, children must be **at least 9 years old** to volunteer alongside you. If you are coming with a group, please notify the group leader that you will be bringing children with you prior to your shift.

Where do I/we meet?

Detailed instructions will be emailed to volunteers who have completed the online waiver at least 12 hours in advance or have emailed/faxed a printed version by the day prior to the event. If you haven't completed and returned the waiver by 8:30 pm the night before the event, please meet the Volunteer Coordinator at the end of the Water Works parking lot (105 Sabine St.). If we are meeting at another location, a sign there will have a note providing that location. If you haven't signed up in advance, please arrive at least 15 minutes early.

Are restrooms available?

While there are two public restrooms located at both ends of Buffalo Bayou Park – Lost Lake Visitor Center (3422 Dunlavy Street) and Wortham Insurance Visitor Center (105 Sabine Street) – they will likely not be close to where you/your group will be working. Please make sure to take care of any needs prior to working your shift.

What does a volunteer shift look like?

Schedules will vary depending on the number of volunteers, responsibilities assigned, weather conditions, etc. Below is a sample schedule:

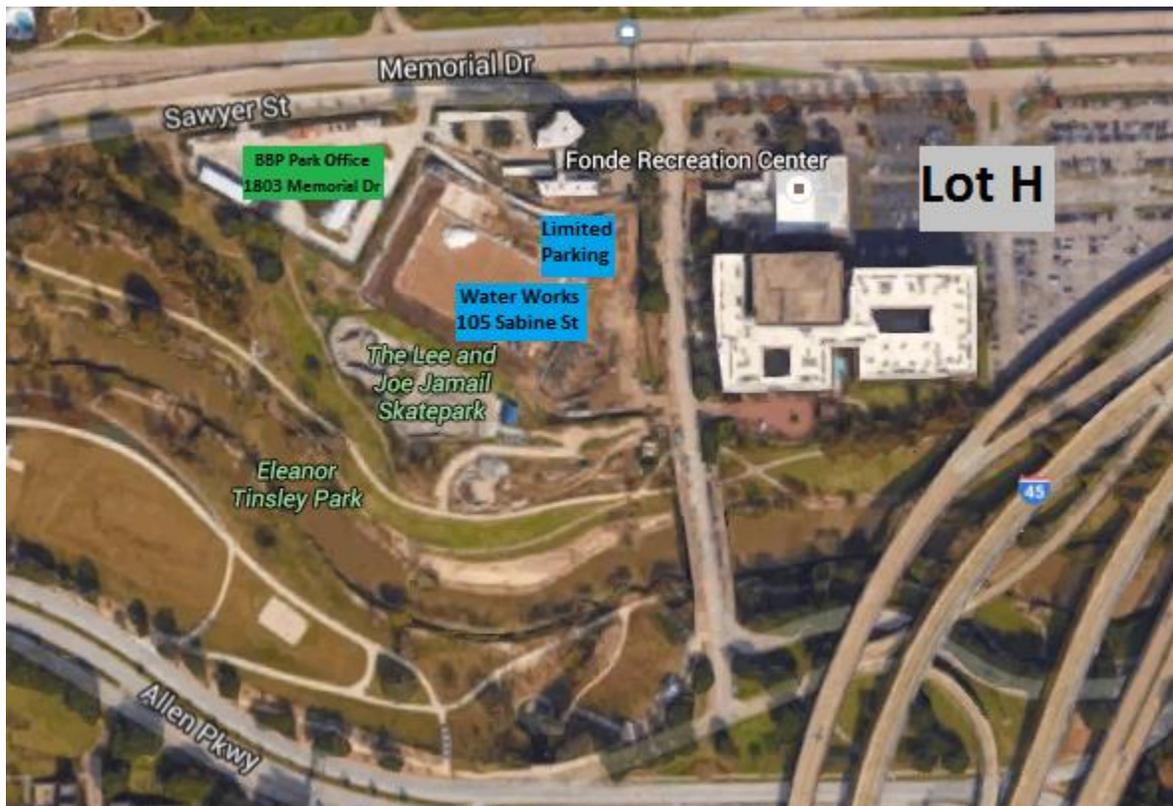
- **8:30 – 9 am** – Check-in with Volunteer Supervisor; gather materials and move to work site
- **9 – 11 am** – Work at designated location
- **11 – 11:30 am** – Gather materials, clean up and exit

How do I get to Buffalo Bayou Park Water Works Building?

The Water Works building is located on the East Side of Buffalo Bayou Park at 105 Sabine Street, Houston TX 77007. Below is a map for your reference. Our office is on the west side of Sabine Street.

Where do I park?

Parking location will be determined by the Volunteer Supervisor at least two days prior to your event. Some projects may be a long walk from our regular parking and closer parking may be available. For larger groups, you will often park along or near Sabine Street. Limited parking is available at The Water Works (105 Sabine Street). Overflow parking is available at City Lot H (1643 Memorial Drive) located behind the Marquis Lofts on Sabine. To get to City Lot H, take the Sabine Street exit from Memorial Drive headed east toward downtown. You will drive past Sabine Street and Fonde Recreation Center; turn right into Lot H. If asked, make sure to tell the parking attendant you are with Buffalo Bayou Partnership.



Group Leader Checklist

1 month prior to event

- Set date, time, and approximate number of volunteers with Volunteer Supervisor
- Recruit volunteers

1 week prior to event

- Send final number of participants to Volunteer Supervisor
- Finalize meeting and parking location with Volunteer Supervisor
- Distribute Volunteer FAQ, waiver form, and parking/meeting location to participants
- Ensure all participants are familiar with the parking/meeting location, have adequate transportation to volunteer site, and have an understanding of the type of work being completed

48 hours to event

- Send reminder email to participants, including website link to find and submit the waiver form
- Encourage participants to wear appropriate attire and to bring water. Ensure snacks and gloves re obtained (if necessary)

During volunteer event

- Check-in with Volunteer Supervisor to ensure all participants have submitted a waiver
- Ensure all participants are following instructions and staying on task
- Remind participants to take water/snack breaks as needed
- Take time at the end of projects to clean up and help load tools, trash and debris



Volunteer Date: _____ Group: _____

VOLUNTEER WAIVER

Thank you for volunteering with Buffalo Bayou Partnership (BBP) or one of its affiliates. We greatly appreciate your assistance and commitment to improving the community. Please read this form carefully and sign if you understand and agree to all of its contents.

I hereby freely, voluntarily, and without duress execute this Release under the following terms:

Release and Waiver: I understand and expressly assume all the risks and dangers of the activities contemplated by this agreement, and I hereby release, waive, discharge, and covenant not to sue Buffalo Bayou Partnership and its affiliates (collectively, the "Releasees") from all liability, claims, demands, actions, or causes of action whatsoever arising out of any damages, loss, or injury to me or to my property while participating in any of the activities contemplated by this agreement. I also hereby release, waive, discharge and covenant not to sue the Releasees from any claims whatsoever on account of any first aid, treatment, or service rendered to me during my participation in the activities contemplated by this agreement. I hereby agree to indemnify and hold harmless the Releasees from any loss, liability, damage, or costs, including court costs and attorneys' fees that they may incur due to my participation in said activities.

Assumption of the Risk: I understand that the activities include work that may be hazardous to me, including, but not limited to: *mulching in designated areas; using a rake, hoe, shovel, machete, or pruning shears to assist in the clean-up and planting process; bagging litter along designated sites and/or collecting piles of trash, brush, and litter to be bagged; and transporting debris to a collection point.* I hereby expressly and specifically assume the risk of injury or harm in the activities and release BBP from all liability for injury, illness, death, or property damage resulting from the activities. I further represent and certify to said Buffalo Bayou Partnership, its officers, agents and assignees that I am physically able to do the various activities enumerated above without limitation and that I have no disabilities which might prevent me from doing the same.

COVID 19 Agreement: I attest that I am not experiencing any symptoms of illness such as a fever, cough, or shortness of breath. If I develop these symptoms, I agree that I will cancel my shift before arriving at the Buffalo Bayou Park. Prior to my shift, I have not traveled internationally in the past 21 days nor traveled to a highly impacted area within the United States in the past 14 days. I do not believe that I have been exposed to a person with a confirmed or suspected case of COVID-19. I have not been diagnosed with COVID-19 and not yet cleared as noncontagious by state or local public health authorities. I am following recommended guidelines as much as possible - practicing social distancing by participating in group activities of fewer than 10, trying to maintain separation of six feet from others, wearing a mask or face covering, and otherwise limiting my exposure to the coronavirus

Photographic Release: I authorize Buffalo Bayou Partnership and its affiliates to record my participation in this program/event and to use in any manner and without restrictions, all materials produced pursuant to this release, including but not limited to any photograph or recorded image of either me or property belonging to me, any recording of my voice or statements made by me for any purpose, and any use of my name during the process of such recordings, in whole or in part, without inspection or further consent or approval by me or by my parent or guardian (if applicable) of the finished product or any use which may be made of it. I further agree that BBP may copyright, copy, modify, alter, duplicate, broadcast and/or distribute any or all such materials without limitation, through any means whatsoever.

I agree, for myself and my successors, that the above representations and agreements are contractually binding, and are not mere recitals. I agree that my failure or refusal to sign such agreements or releases shall in no way affect the validity of this agreement, nor revoke or cancel any of the terms of this agreement. I or any of my successors shall be liable for the expenses (including legal fees) incurred by the party or parties in defending against such claim or suit. This agreement shall not be modified orally.

I have carefully read this form and fully understand its contents. I am aware that this is a release of liability, a waiver of claims, an agreement not to sue, an indemnity, and a contract between myself and Buffalo Bayou Partnership and its affiliates and for the benefit of others described herein, I sign it of my own free will. **By writing your name in the boxes below, you confirm that you have read and agree to the volunteer policies and volunteer waiver on Buffalo Bayou Partnership's website.**

Volunteer Name: _____

Volunteer Signature: _____ Date: _____

Phone: _____ Email: _____ Birthdate: _____

Address: _____ City: _____ ZIP: _____

Emergency Contact: Name _____

Relation _____ Phone _____

For persons under age 18: Name of Minor Volunteer _____

Parent/Guardian Name _____

Parent/Guardian Signature _____ Date _____