



Neighborhood Tree Ambassador Program

2022 Volunteer Guide

Position Overview

The goal of the Neighborhood Tree Ambassadors program is to increase the knowledge and value of Bellevue's neighborhoods, while also building community connections. Neighborhood Tree Ambassadors will receive training and guidance from the Bellevue's AmeriCorps Urban Forestry Specialist and support the City's Environmental Stewardship Goal of increasing canopy cover.

The intent of the program is to educate the Neighborhood Tree Ambassadors and have them connect with their communities for outreach and education. For 2022 Neighborhood Tree Ambassadors will have the opportunity to make connections within their Bellevue communities, promote the benefits of urban trees, and acquire pledges to maintain trees and increase canopy within the City.

Purpose

The Neighborhood Tree Ambassador program aims to build community-level support for tree preservation and planting by activating residents as educators in their area. Ambassadors' goal is to share their passion for trees with others, educate their neighbors, and increase overall engagement with local environmental issues, to help residents further embrace Bellevue as a "City in a Park".

Qualifications

Ambassadors do not need to have a background in environmental science or education, just a passion for trees and the environment and a desire to be more involved in their community. Being able to use a computer and attend online meetings will be necessary. Ambassadors must:

- Live, work, or attend school in Bellevue
- Be at least 14 years old
- Attend training workshops
- Commit to a project/event to build community-level support for tree preservation and planting.



Benefits

By volunteering as a Neighborhood Tree Ambassador, ambassadors will:

- Increase their knowledge about trees
- Collect volunteer service hours
- Develop tree identification skills
- Develop outdoor education skills
- Create connections with neighbors and with other ambassadors
- Gain a deeper understanding of City of Bellevue tree programs and policies
- Be recognized in City of Bellevue newsletters and social media

Training and Support

After attending the workshops, ambassadors will work with the city's Americorps member, who will:

- Help the ambassador develop an outreach and education strategy
- Advertise education events through city channels (social media, city website, newsletters)
- Serve as the main contact for members of the public who have questions
- Provide information on additional opportunities
- Provide technical assistance
- Provide any other support as needed

Ambassadors will first attend three, virtual, 1.5-hour training workshops. These workshops will help ambassadors make connections with each other and gain enough background information to begin engaging and educating their communities. During these trainings, ambassadors will:

- Have the potential to form teams with other ambassadors.
- Learn about the general benefits of trees and Bellevue's tree programs and goals.
- Learn and practice identifying common tree species.
- Learn about environmental education techniques.
- Trained to assess a tree's health.

Training Workshops

The required Zoom training workshops are on:

March, TBD

March, TBD

March, TBD

Ambassadors must attend all trainings. If you are interested in the program but cannot attend the trainings, contact Remy Barbiero at RBarbiero@BellevueWA.gov for an alternative.



If COVID-19 guidelines change to allow in-person events to take place, the Urban Forestry Specialist will also:

- Discuss options and comfort-levels for in-person meetings with volunteers
- Collect commitments to adhere to any possible health guidelines from attendees

Key Responsibilities

With assistance from the city's Americorps member, ambassadors will be responsible for promoting our yearly Tree Giveaway Event and encourage people in their communities to sign-up. Additionally, ambassadors will be asked to assist with our Tree Health Check Program, future Earth Month Events, and to acquire community members signatures for our Community Tree Pledge.

To assist with our canopy coverage goals, ambassadors will:

- Be assigned in pairs to recipients of trees from our 2021 Tree Giveaway who have been selected for a health check-up of their tree.
 - Goal is to understand the survivability and health conditions of the trees we have given away.
 - You will be going to resident's property and assess their tree(s) looking for common signs of stress and disease.
 - Decide on a health condition for the tree(s) (ideal health, good, fair, poor, dead/dying)
 - Answer or pass along any questions from residents about their tree or the City's tree programs
- Ambassadors will also be asked to assist with our 2022 Tree Giveaway
 - Promote the event through word of mouth, social media, and neighborhood connections
 - Encourage community members to sign up, specifically those who would not have the means to plant a tree otherwise
 - Day of event volunteering, tree delivery unloading, bagging mulch, delivering trees, planting trees, etc.

Participating ambassadors **must** additionally choose **one** opportunity or activity including:

- Community educational/outreach event
- Create a tree tour
- Lead an existing tree tour
- Translate one or more existing tree tours into non-English languages
- Create video tree tour/other educational media
- Other projects with approval and guidance from the Urban Forestry Specialist (e.g. an educational presentation to a school or community group)



Time Frame and Time Commitment

Tree ambassadors will commit to volunteer over the course of one year. Ambassadors can continue with the program for multiple years if they wish.

At a minimum, ambassadors will **1. Volunteer time towards a project/event which supports our goal of increasing canopy cover within the City. 2. Assist with 2022 Tree Giveaway Program, Tree Health Check Program, and Earth Month events. 3. Get 25 Bellevue residents to sign our Community Tree Pledge.** Ambassadors will attend approximately eight meetings: three training workshops, two small group check-ins, two large group check in, volunteering for the 2022 Tree Giveaway Event, and one end-of-year celebration. In total, the meetings, trainings, preparation, events and tours will take approximately 50 hours by the end of December 2022.

The following table shows the meeting and activity schedule. The activity schedule is approximate. The Urban Forestry Specialist will create 'office hours' for ambassadors to ask questions and or receive additional guidance. The timing for check-in meetings will vary based on each ambassadors' availability.

Month	Meeting	Activity
March	Training Workshops	Training
April	Team check-in	Performing Tree Giveaway health checks, office hours
May	Individual check-ins as needed	
June		
July		
August		
September		
October	Team check-in	Tree Giveaway
November		
December	Celebration!	Finish Project/event

COVID-19 Safety

All training events and meetings will be held online in accordance with state guidelines.

Questions

Please contact City of Bellevue AmeriCorps Urban Forestry Specialist, Remy Barbiero, at RBarbiero@bellevuewa.gov with questions.

