



Doing your Eagle Scout Project at Columbia Springs

Thank you for your interest in completing your Eagle Scout Project at Columbia Springs! Please read this document to learn more about Columbia Springs and how we engage Eagle Scouts.

Columbia Springs is a non-profit organization that serves over 25,000 people each year, connecting them to the natural world and inspiring stewardship. We are a 100-acre natural park and historical site open to the public every day. In addition, we engage over 7,000 students on field trips at our site throughout the school year. To learn more about us, please visit www.columbiasprings.org/about.

In order to continue to provide the community with environmental education, habitat restoration, and recreational opportunities, we rely on volunteers. Scouts can complete projects that improve our grounds, add habitat for wildlife, engage visitors, and more. If you are interested in completing your eagle scout with us, please fill out the inquiry form located at www.columbiasprings.org/volunteer.

Previous Projects completed by Eagle Scouts at Columbia Springs

- Plant native trees and shrubs
- Install wildlife habitat boxes (Screech Owls, Wood Ducks, etc)
- Install interpretive signage along a trail with plant names and facts
- Build and install platform walkways on muddy sections of a trail
- Build picnic tables or benches
- Clean up a garden, trail, or specific part of the park

Expectations

- Please plan on contacting at least **two-three months** before your project needs to be completed. Our staff are very busy and require time to meet, plan, and coordinate the project.
- You will be working with the Volunteer Manager at Columbia Springs to coordinate your project, unless otherwise directed.
- Our office hours are Monday-Friday from 8 a.m. – 5 p.m. and we are closed on federal holidays. Scouts should plan to have any necessary meetings with Columbia Springs' staff during these office hours.
- Scout work parties may be conducted on weekends or week day afternoon and evenings, if our schedule allows. We plan our calendar far in advance, so please contact us as far in advance as possible.

- You are responsible for ensuring that you meet the deadlines of the scout project as set forth by your organization. In addition, you are responsible for planning your project, under the guidance of Columbia Springs' staff. Staff will help you choose a project and give you some general requirements and expectations for the finished product. It is your responsibility to plan the project including how and when the project will be completed, what materials you need for the project, where to purchase these materials, etc.
- You are responsible for raising funds or securing donations for the materials needed for your project unless otherwise specified. If necessary, you may borrow Columbia Springs' tools after requesting and discussing use of those tools with Columbia Springs' staff.
- You are responsible for recruiting volunteers and scheduling work parties. At work parties, you must have all volunteers sign-in on the sign-in sheet/media and liability release given to you by Columbia Springs.
- You are responsible for conducting all communications with the Volunteer Manager in a timely manner. All instances where you need to meet with a Columbia Springs' staff member should be scheduled at least two weeks in advance, including signing paperwork. You must also notify Columbia Springs about any volunteer work parties you plan to host on-site at least two weeks in advance.
- Be prepared to be flexible; make sure you clear dates for work parties and/or work to be done on-site well before you plan to do it and have a backup date in mind. This is to ensure that our other programs, events, and operations will not conflict with your work. Give yourself plenty of time to complete your project before deadlines.

If you are interested in completing your eagle scout with us or would like to learn more, please fill out the inquiry form located at www.columbiasprings.org/volunteer.