

# MICHIGAN STATE UNIVERSITY

## **Volunteer Job Description:** Gardens, Trails & Ground Job Description

**Location:**  
Kellogg Bird Sanctuary  
12685 East C Avenue  
Augusta, MI 49012

**Agency:**  
MSU Kellogg Biological Station  
3700 East Gull Lake Drive  
Hickory Corners, MI 49060

**Contact Person:** Volunteer Program Coordinator

**Telephone:** (269) 671-2263

**Supervision:**  
Sanctuary Staff (direct)  
Volunteer Program Coordinator (indirect)

**Purpose of position:** To aid KBS and the Bird Sanctuary in showcasing our gardens and trails.

### **Task Description/Specific Duties:**

- Help maintain the, rain garden, water garden and trails
- Weeding, planting and transplanting, watering, and other general grounds maintenance
- Help produce identification signs for the garden plants
- Miscellaneous duties as requested

**Days and Times Needed:** Minimum age 13. Must enjoy working outside in all kinds of weather and be capable of performing physical labor. Flexible schedule of 2 hours bi-weekly during April-October during the Sanctuary's normal hours of operation: Monday-Saturday 9am to 5pm, Sunday 11am-4pm.

**Orientation and Training:** Training is provided while working on the grounds and on the trails.

**Comments:** Volunteers will be working in a friendly environment with helpful and appreciative staff members.

**Benefits:** Volunteers receive free entry and 10% off merchandise at the bird sanctuary when they present their volunteer ID, and an invitation to the annual Volunteer Recognition Dinner.



### **W.K. Kellogg Biological Station**

3700 E. Gull Lake Dr.  
Hickory Corners, MI 49060

269-671-5117

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