

Volunteer Expectations

General Cleanup

- We recommend that volunteer coordinators review the cleanup site prior to the cleanup day. While Keep Omaha Beautiful (KOB) provides general tips, it helps when the coordinator is familiar with good start and stop points, as well as verifying the areas of need, and other special considerations of the park since you will be the one leading the charge the day of the cleanup.
- Cleanups generally last an average of two hours. However, these opportunities adapt to the needs of your group. If you feel you made an impact in 45 minutes, call it a day. If you want to spend 4-5 hours giving the site a thorough scrub, have at it.
- It is expected that you and/or your group will do your best to clear litter from the identified site. Areas near playgrounds, sporting fields, waterways and bodies, and wooded areas tend to collect the most litter. You are welcome to go the extra mile with tasks like sweeping, raking, etc., but litter removal is the first priority.
- Please be sure to review the KOB COVID-19 Safety Protocol sheet and share this information with your group.

Supplies

- KOB will provide trash bags, recycling bags, and vinyl gloves to each volunteer. Litter collection 'grabbers' can also be loaned to volunteers upon request. While everyone is welcome to use the grabbers, they are best suited for reaching into drains and ravines, and for older volunteers or volunteers with disabilities.
- Additional supplies that can be provided for a litter cleanup include: safety vests, water skimmers, brooms & dust pans, rakes, and yard waste bags. Please request these items before or during your supply pickup.
- The KOB volunteer coordinator will make an appointment with you to pick up your supplies at the office located in the Douglas Civic Center at 1819 Farnam Street, Suite 306. It is your responsibility to keep or reschedule this appointment if a conflict arises.
- The volunteer coordinator assumes responsibility for all items checked out. While we understand that accidents happen, the volunteer coordinator may assume financial responsibility for missing items.
- We are a small nonprofit with a modest budget— please help us conserve our supplies!

Safety

- Volunteers should dress in weather-appropriate, active clothing, sturdy shoes, and wear sunscreen.
- Instruct volunteers to bring their own snacks and reusable water bottles, or the volunteer coordinator should plan to provide them for volunteers.
- Wear a safety vest when cleaning up in high traffic areas. Watch for cyclists and motorists.
- Minors need to be supervised by an adult. We recommend a ratio of one adult per ten kids. The buddy system works well with litter cleanups; one volunteer holds the bag, and the other picks up the litter.
- DO NOT pick up any drug paraphernalia or other potentially infectious materials that may have been exposed to bodily fluids. Report the location of the item to KOB who will arrange removal.
- Only adults should handle broken glass. Double bag your trash bag, or place glass directly in trash can. If concerned for safety, report location of broken glass to KOB to handle removal.
- **Beware of poison ivy.** Remember, leaves of five or three — **let them be!**



Where Does the Waste Go?

- Trash can be placed in trash cans along trails or inside the park. If this doesn't apply to you, ask the nearest school or local business if you can use their dumpster. People are usually willing, since you cleaned up litter in their community!
- We recommend volunteers separate the collected litter between trash and recyclables. In this case, recyclables can be taken to one of the five city drop off sites:
 - **West:** Parking lot at 20801 Elkhorn Drive
 - **Northeast:** Parking lot at North 17th and Burt Street (fenced in area on the southwest corner, Creighton University campus)
 - **Northwest:** Parking lot at Mulhall's on 120th & Maple Street (3615 N 120th Street)
 - **Southwest:** Firststar Fiber, 10330 I Street. Use the East driveway. Turn off I Street, turn left into fenced parking area on left before you reach the guard shack.
 - **Southeast:** River City Recycling, 6404 South 60th Street (between Q & Harrison)
- For a full list of recyclable materials, visit wasteline.org/mybin. However, note that items like chip bags, plastic film wrappers, cigarette butts, and Styrofoam cannot be recycled. Glass can be recycled, but has to be separated from other recyclables.
- Remember to take count of the total number of trash bags and recycling bags your group collected. This helps us accurately track your hard work in our grant reporting.

Post Cleanup

- Be sure to return your supplies, waiver forms, and completion form to the Keep Omaha Beautiful office.
- Send any photos to [HelloKOB@cityofomaha.org](mailto>HelloKOB@cityofomaha.org). Include a story or quote from your experience for a chance to be featured on our social media, blog, or email newsletter!
- Tag us on Facebook (Keep Omaha Beautiful) and Instagram (@keepomahabeautiful) and use the hashtag #KeepOmahaBeautiful to share your volunteer experience with us and the world.