

## Parks to Adopt

- Finley Park
- Frank Connor Park
- George B. Guy Park
- Hughes Bagwell Park
- Jackson James Park
- Jones Adair Park
- Wylie Park

## Contact Us

161 West End St.  
Chester, SC 29706

Phone: 803-581-7429

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**City of Chester  
Parks and Recreation**

161 West End St.  
Chester, SC 29706



# ADOPT-A-PARK



**A Program for Volunteers**

**CITY OF CHESTER  
PARKS AND RECREATION**

## Adopt-A-Park Program

The mission of the Adopt-A-Park program is to protect and enhance the City of Chester's neighborhood parks by utilizing volunteer support.

The city of Chester Parks & Recreation Department coordinates the Adopt-A-Park program. Program volunteers recruit residents to assist with the general care and maintenance of neighborhood parks. Parks & Recreation staff will train and educate volunteers on program guidelines.

## Volunteers

Volunteers include individuals & families, senior citizens, neighborhood residents, youth groups, scouts, faith-based groups, businesses & school clubs.

### **Duties may include:**

- Litter pickup
- Leaf raking
- Painting
- Staining of benches, etc.
- Spreading of mulch, gravel, pellets, sand, etc.
- Blowing or sweeping of courts or shelters
- Removal of exotic invasive plants
- Planting flowers
- Cleaning picnic tables
- Mulching trees/shrubs
- Reporting safety hazards, illegal dumping, injured or dead animals, storm damage, etc.



## Benefits of Involvement

Being involved in the Adopt-A-Park program is a wonderful way to take an active role in beautifying our community.

Being involved in the program promotes positive social interaction, bonding and healthy activity.

## Adopt-A-Park Guidelines

- A park will be assigned on a first-come, first-serve basis to be determined by the Director.
- Each group will receive volunteer service waivers
- Forms must be completed on or before the day work begins.
- Waiver forms should be returned to the Parks & Recreation office. A student's parent or guardian will sign the form if student is under the age of 18.
- Work is to be completed during park hours only.
- All participants should be over the age of 18 or accompanied by an adult.
- Groups are to commit to a minimum of work once per month in the adopted park.
- A Minimum of 25 hours completed before establishing ownership plaque.
- Appropriate clothing and gloves for weather and work should be worn at all times.
- All participants are to follow park policies set by the City of Chester Parks and Recreation department. Failure to do so will result in removal from the program.
- Special projects that go beyond the scope of regular maintenance must be approved by the Parks and Recreation Director.
- Groups that cannot fulfill their commitment to work once a month will risk being removed from the Adopt-A-Park program.
- Groups are to submit their hours to Parks and Recreation at the end of each month worked.
- Have fun and be safe!

## Adopt-A-Park Policies

- All volunteers (individuals or a representative) must complete the Adopt-A-Park Application.
- All volunteers must complete the Volunteer Service Waiver. Anyone under 18 years of age must have a parent or guardian sign the waiver.
- The adopting organization or individual must commit to a predetermined period of time.
- Volunteers under the age of 18 must have adequate adult supervision.
- Monitoring of the park should be done on a regular basis: Once a month or more often during the warm season and as weather permits in the cold season. Some sites may require additional time commitments.
- Total number of Volunteers and Hours must be reported to the Parks and Recreation Department monthly. A Volunteer Activity and Hours form will be given at the time of adoption.
- The adopting organization or individual will report any conditions or potential hazards to the Parks and Recreation Department immediately.
- Shorts or open toe shoes are not allowed.
- Unless special arrangements are made, Parks and Recreation staff will not be available on-site for your volunteer project. In case of emergency, please call 911.
- The City of Chester will be responsible for collecting and disposing of the filled bags. Notification of bags to be collected needs to occur by the next business day.
- Accidents/injuries occurring during your event need to be reported to Parks and Recreation immediately.

## How to Sign-Up

- In person at the Parks & Recreation department.
- E-mail forms to [swatts@chester.sc.gov](mailto:swatts@chester.sc.gov)
- Mail to: Parks & Recreation, City of Chester, 100 West End St, Chester, SC 29706
- Fax forms to 803-377-7862

**Adopt-A-Park Adoption Application and Volunteer Service Waiver can be found on the City's website: [www.chestersc.org](http://www.chestersc.org)**

### **Minimum Commitment**

We ask for a minimum commitment of six months or one year of service to your adopted park. We also ask that volunteers perform tasks at their location a minimum of once per month.

Once your adoption is approved, City staff will provide training on how to best take care of the park and will provide starter materials. Volunteers are required to read, understand and abide by the Guidelines provided and must abide by all park rules and ordinances.

### **Recognition**

In appreciation for your service, you will receive an official Certificate of Adoption and an adoption plaque with the adopter's name on it will be posted at the adopter's site after 25 volunteer reported hours. Work days and completed projects will be advertised on the city's website and social media outlets. Certificates will be presented at a City Council meeting at the end of each year.



