



PLANNING A WORK PROJECT FOR CORPORATE VOLUNTEERS

Thank you for your interest in making a lasting difference in Yosemite. The protocols and timeline below are designed to facilitate a corporation's smooth journey toward a rewarding volunteer experience.

WHAT THE CONSERVANCY PROVIDES

The volunteer program manager coordinates and provides:

- Detailed planning of a rewarding experience in Yosemite
- A project date, location and description
- Recruitment information, including a digital poster and FAQ
- An information packet, including campground directions and maps, a suggested packing list, weather links for packing preparation, a gate pass, weekend schedule, and Conservancy and National Park Service forms
- A timeline for deliverables
- A group campsite, exceptional chuck wagon meals, shower passes, and ball caps
- A Conservancy host to camp with your group and facilitate your experience
- NPS work leaders, tools, and equipment for the work project
- A recognition dinner with guest dignitaries, certificates and gifts
- A timeline for deliverables

WHAT YOUR CORPORATION PROVIDES

The corporate coordinator is responsible for:

- Recruiting participants.
- Supplying information to participants.
- Managing transportation to and from Yosemite as well as various locations within the park.
- Ensuring everyone provides their own tents, including all-weather flaps.
- Keeping participants apprised of the need to pack according to current weather conditions.
- Providing a participant list with special dietary needs and emergency contact information prior to arrival.
- Supplying completed NPS paperwork to the Conservancy host upon arrival.
- Providing one–two corporate representatives to facilitate any onsite needs and concerns of their associates in tandem with the Conservancy host.

THE TIMELINE

November-January

- Program manager provides corporate coordinator with project date, location, and description
- Corporate coordinator confirms project

Three months prior to arrival

- Program manager provides recruitment information.
- Corporate coordinator begins recruiting and informs whether arriving in bus or individual vehicles.

One month prior to arrival

- Program manager provides information packet including NPS forms.

One–two weeks prior to arrival

- Phone conference occurs to discuss schedule and any additional needs.
- Program manager provides finalized schedule.

Four working days prior to arrival

- Corporate coordinator provides participant list with emergency contact information and special dietary needs.

Upon arrival

- Corporate coordinator provides NPS and Conservancy paperwork to Conservancy host.

One–two weeks after departure

- Phone conference occurs to review the corporation's experience in Yosemite.