



Dear Jungle Gym Volunteer:

Thank you so much for volunteering on the expansion and renovation of Jungle Gym at the Oklahoma City Zoo! We know the time you invest will be a source of pride for you for years to come!

Please be aware of the following information, so we can ensure you're ready to build when you arrive for your selected shift!

- It is imperative that you wear close-toed shoes. Beyond that, our best suggestion is to dress comfortably, and for the forecasted weather. Wear clothing you won't mind getting dirty! As the weather dictates, please bring a hat, jacket, or other to keep you comfortable during your shift. We WILL work rain or shine, unless there is a possibility of severe weather. As you wish, please bring safety glasses or work gloves. We will have some available, but if you know you want to work with these items, please bring them along.
- Every volunteer will be required to sign a liability waiver and photo release. These will be available (on one form) at volunteer sign-in, but if you'd like to pre-read, please check out the link on the Jungle Gym website: www.jloc.org/junglegym. If you'd like, you may print out, sign, and bring your own copy to help you get through the sign-up line a little more quickly. For volunteers under the age of 18, a parent will need to sign this on your behalf. If your parent is NOT volunteering with you, this will need to be printed out at home and signed by your parent before you arrive at the zoo. **NO ONE UNDER THE AGE OF 18 IS ALLOWED TO WORK WITH POWER TOOLS.**
- Parking is available at the Zoo, Science Museum, and Remington Park. There should be ample parking in the Zoo and Science Museum lots! Please leave any valuables (including jewelry) at home or in your car. There will not be a secure area to store any purses or other personal items.
- Volunteer sign-in is located at the School Bus Entrance to the Zoo. This entrance includes three large black metal gates, and is located on the north-east corner of the Zoo grounds, across from the blue "Omnidome" bubble at the Science Museum. This is NOT the main entrance to the Zoo. There will be signage directing you!
- When you sign-in to volunteer, we'll ask for your skill level. "Skilled" means you're VERY comfortable operating power tools. Beyond this, if you need "light duty" or have been specifically assigned to Hospitality or Art, please let the volunteer desk representative know and we'll direct you further.
- If you are working on the field (in construction), be aware that you will be assigned to a team of 3-5 people – and at least one person on that team will be a skilled volunteer. Each team will then be assigned to a Volunteer Captain. These men and women work directly for our contractor and have an overall view of the work to be accomplished during that shift. Consider your captain your contact throughout your volunteer shift! If you have

questions, or if you have completed a task, your Captain can help you. These captains will be in WHITE JUNGLE GYM t-shirts.

- If you plan to volunteer for more than one shift, when you arrive for your SECOND or later shift, please tell the volunteers at the desk. You will not need to sign another liability waiver – but we will need to assure one is on file for you before you return to work.
- Shift times are as follows:
 - MORNING: 8:00 am – 12:00 noon
 - AFTERNOON: 12:30 p.m. – 5:00 p.m.
 - EVENING: 5:30 p.m. – 9:00 p.m.

Because work teams and assignments are made at the beginning of each shift, it's very important that you arrive on-time for your shift. Some volunteers we KNOW will be working slightly different hours, but if you have not pre-made those arrangements, please report at the beginning of your shift.

Please be aware that all shift sign-up is now CLOSED. This means we are also unable to “change” shifts if you find you can no longer work the shift you originally selected. If you find you are not able to keep your shift assignment, please email Ann Trudgeon at atrudgeon24@gmail.com to cancel.

- If you have OTHER questions, the Jungle Gym Steering Committee will be in BLUE JUNGLE GYM t-shirts during the build.
- Meals WILL be provided to all volunteers! Those who work the morning shift are invited to lunch; those who work the afternoon shift are invited to dinner. Otherwise, we will have water, coffee, and snacks throughout the day.

We can't wait to see you at Jungle Gym! If you have questions, please email Ann Trudgeon at the email address provided above. That being said, it will be VERY difficult to answer WHEN you've signed up, so please look for your confirmation email from JLOC.org if you need that information.

Thanks again for spending your time with the OKC Zoo and Junior League of Oklahoma City!

Lori Mayhue & Ann Trudgeon

Jungle Gym Volunteer Coordinators