

Job Description: Walk of Trees

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Section: Community Events

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VOLUNTEER POSITION: Walk of Trees

TIME COMMITMENT:

One time during the week of setup (typically 3 hours) Setup week usually falls right before Thanksgiving Teardown will be after January 1st (typically 1 hour)

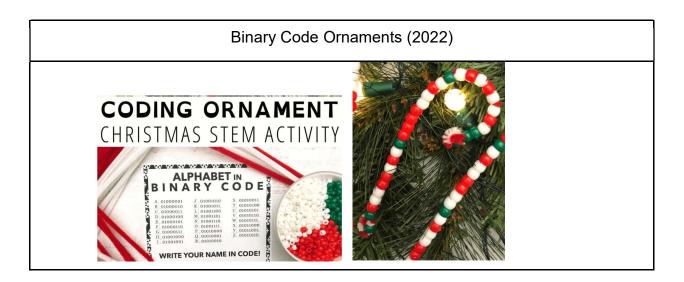
DESCRIPTION: Help with tree ornament ideas, setup, and teardown

<u>GUIDELINES</u>: NOTE: Participation will be dependent on the Plymouth Chamber raffle drawing.

If selected:

• Come up with tree decoration ideas. NOTE: Lights & school color ornaments will be provided by the school. Additional lights may be borrowed from the Plymouth Chamber.





- During the setup week, coordinate with the volunteer group regarding decorating time. Parents will supervise but most of the decorations can be done by students. NOTE: Tree and outlet will be provided
- After January 1st, coordinate with the volunteer group on teardown. *Everything should be removed except for the tree. If lights were borrowed from the Chamber, pack them separately to be returned.



Walk of Trees - Plymouth Chamber Guidelines

- 1. The Plymouth Community Chamber of Commerce will supply a tree (6-8 ft. tall) and 300 white lights (not LED). You may pick up your lights and an extension cord at the Chamber office. Our office is open 9-5, Monday through Friday. If you are unable to come to the office during working hours, please contact us to make arrangements to receive your lights. **NOTE: The school will coordinate this.**
- 2. If you wish to use your own lights, we ask that you use LEDs, as these types of lights use a lot less electricity. Due to past problems with breakers popping resulting from overload on the electrical wiring, we are limiting each tree to three total lights strands (300 lights). Thank you for your cooperation!!
- 3. Be sure to bring a step ladder when you arrive to decorate your tree so that you can connect to the electrical outlet on the wire above the tree.
- 4. Decorations may be purchased or made and should be able to stand up to all types of weather. Decorations made of cardboard or paper are discouraged, unless well laminated. Please do NOT use glue that is sensitive to moisture.
- 5. Business cards and brochures are not allowed as decorations in any form.
- 6. Decorations designed to feed wildlife are not allowed.
- 7. Decorations MUST be tied or wired securely to your tree to resist high winds, rain, snow and vandalism. Regular ornament hangers do NOT work.
- 8. Items especially attractive to theft should not be used. For example, jewelry, expensive ornaments or items that can be redeemed for money.
- 9. Your company/organization name will be on the sign we provide. If you would like the tree to reflect a theme associated with your group, we ask that the decorations also incorporate the holiday season.