# Park Friends' Guide to: Service Days

**You can lead projects in your park!**

## Plan

Identify the needs in your park. Create a task list and determine what tools are needed to complete the job. See below for resources!

## Communicate

Use flyers, social media, and email blasts to spread the word to your community. Don't forget to share your plans with Parks & Rec! Let us know the date, time, and scope of your service day so that we can support.

## Have Fun

Create a fun and welcoming atmosphere, greet & thank volunteers, and encourage them to come back! Take the opportunity to share the story of your park and friends group.

## Follow Up

Collect contact information of your volunteers. Send them another word of thanks and invite them to your next Friends group event. Let us know how it went, too!

## Resources Available to You

**Contact your Stewardship Coordinator at least 2 weeks prior to:**

- Schedule a walk-through with Stewardship staff to help plan projects & discuss your park's needs
- Request a delivery of mulch or compost
- Request supplies, including trash bags, work gloves, and/or compost bags

Friends groups are also eligible to borrow the following tools, year-round:

- push brooms
- pointed shovels/spades
- flat edge shovels
- scoop shovels
- leaf rakes
- metal hard rakes

**Questions?** Contact: PPRstewardship@phila.gov or 215-683-3679

Refer to the the Philadelphia Park Friends Group Toolkit for more info!