

Workday Safety Protocols for Leaders

For Nachusa Grasslands Stewards or Stewardship Team Leaders

All workday leaders will meet their volunteers at the Headquarters Seed Room in the Morton.

Leader Supplies in the Seed Room Counter

Drawer:

- In the drawer, leaders will find:
 - **Liability forms** to sign if volunteers forget to bring their signed one. Place any signed forms back in the drawer, and they will be collected.
 - **Extra disposable masks** – if someone wants one

Signups:

- Volunteers must register in advance on our website through SignUpGenius.
- Workdays will be limited to 6 volunteers plus the steward leader.
- If you have walk-ins who have brought all the required equipment and you have not exceeded the numbers limit, you may accept them. Otherwise, graciously turn them away and ask them to sign up for a future workday.

Stewards and volunteers should bring:

- Work gloves (required)
- Water and snacks
- Volunteer Agreement (liability waiver), if you did not sign or submit it online

Health status inquiries:

- **Volunteers and stewards should not attend workdays if they are feeling sick or showing any COVID-19 symptoms. If appropriate, please follow CDC quarantine and isolation guidelines** (<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>).
- **Stewards should request that volunteers notify Nachusa Grasslands if they develop COVID-19 within two weeks of volunteering.**
- **Mask requirements: OPTIONAL**

Downloads:

- [Workday Steward Safety Protocols](#)
- [Volunteer Safety Protocols](#)
- [Workday Tips](#)