



SUN PRAIRIE

PARKS, RECREATION
& FORESTRY



Adopt-an-Ice Rink Volunteer Program

Winter 2024-2025

Proudly Supported by:



ABOUT THE SUN PRAIRIE PARKS FRIENDS, INC.

In late 2020, a group of Sun Prairie residents, who are passionate about Sun Prairie parks, began discussions on the formation of a non-profit organization with the purpose of supporting the city's park system. The group has since incorporated as the Sun Prairie Parks Friends, Inc. (SPPF) and is a 501(C)(3), public charity. Donors are able to deduct contributions and SPPF is qualified to accept bequests, devises, transfers, or gifts as tax-deductible contributions.

Through volunteering, fundraising, advocacy, and collaboration, SPPF assists in the preservation and improvement of recreational opportunities, land, ecosystems, structures, and equipment within Sun Prairie Parks.

The Parks Friends are sponsoring the adopt-a-rink program through financial contributions for maintenance equipment and volunteer recruitment.

To learn more, or to become a member, visit: www.parksfriends.org

ABOUT THE “RINK RANGER” ADOPT-AN-ICE RINK VOLUNTEER PROGRAM

The City of Sun Prairie Parks, Recreation & Forestry Department is committed to providing high quality ice rink facilities, but due to the additional manual labor required combined with limited staffing resources, a community-supported volunteer program is critical to the success and future expansion of these facilities.

The “Rink Rangers” Adopt-an-Ice Rink Volunteer Program relies on volunteers to assist the Parks, Recreation & Forestry Department with basic ice rink maintenance such as snow removal), general site cleanup, and other maintenance needs as identified.



RINK SITES:

Wetmore Park (555 North Street)
Renstone Park (1695 Steven Street)

TIME COMMITMENT/ANTICIPATED SEASON:

Because Wisconsin winters are difficult to predict and the successful opening of an ice rink is weather dependent, we anticipate the rink opening on or around January 4, 2025 and the rink closing on or around February 28, 2025.

The Sun Prairie Parks, Recreation & Forestry Department staff will schedule two training sessions with about a one-week notice of when the training will take place. Training is required for volunteers who wish to assist with flooding/resurfacing operations. We are looking for volunteers to spend anywhere from one to several hours throughout the upcoming winter season.

SPPRF is seeking approximately 10-20 volunteers per ice rink to spend anywhere from one to 20 hours throughout the winter season. The greatest need for Rink Ranger volunteers is during evenings and weekends. Volunteers of all ages are welcome!

SPPRF is also seeking 1-2 team leads per site. Team Leads will serve as the liaison to the Parks, Recreation & Forestry Department, provide guidance and updates on maintenance needs to the volunteer team, and oversee flooding/resurfacing operations.

ROLES & RESPONSIBILITIES:

Sun Prairie Parks, Recreation & Forestry Department:

- Install the ice rink system
- Conduct the initial flooding of the rink and maintain ice/flooding operation throughout the season as needed
- Open and close facilities for the season, and throughout the season as needed
- Provide training for volunteers
- Provide regular maintenance as needed on the rinks, including flooding, clearing of ice shavings, and snow removal
- Provide regular communication with Rink Ranger Team Leads regarding ice rink condition, concerns, needs, etc.

Rink Ranger Volunteers (5-10 per site):

- Provide a signed City of Sun Prairie volunteer waiver and log all volunteer time

- Clear ice shavings and snow fall less than 2" in depth (bring your own shovel).
- Help maintain benches and safe access to the rinks
- Remove goals from ice and place off of the rink in the evening
- Assist with additional duties as assigned by Parks team members

HOW DO I KNOW WHEN HELP AT THE RINKS IS NEEDED?

After the initial orientation, SPPRF will follow up with a group e-mail to all Rink Rangers. Most of the communication of conditions and needs of the ice rinks will be communicated via a group e-mail chain.

SIGNING UP FOR SHIFTS/LOGGING HOURS

Because of the unpredictable nature of the weather, it is difficult to sign up for shift in advance. To still ensure volunteers are available throughout the season, we are asking individuals to account for their total hours each season. Each individual will automatically be credited for ten hours of volunteer work for the full season. We ask all volunteers to adjust this time as needed through the Volunteer Sun Prairie system.

INTERESTED IN VOLUNTEERING?

1. Visit www.VolunteerSunPrairie.com and find the Rink Ranger Volunteer Project (or scan this QR code: )



2. Follow the prompts to sign up!
3. Sign off that you have read the Rink Ranger manual
4. Attend the Rink Rangers training session – dates TBA (ALL volunteers – regardless if you have volunteered previously)

We appreciate your interest and willingness to volunteer!