



national
tree day

PLANET ARK TOYOTA

Community

A guide to planning your National Tree Day

Contents

01 About

02 Why get involved

03 How to get involved

04 Getting started

05 Activity guide

06 Event planner

07 Resources



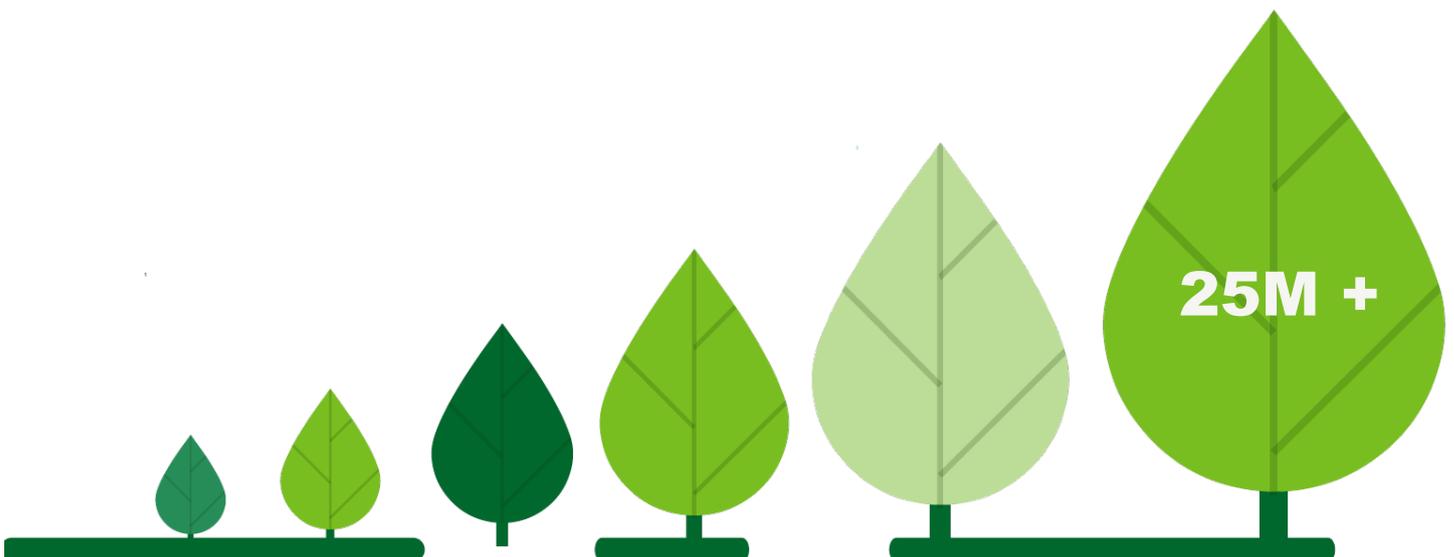
About

National Tree Day started in 1996 and has grown into Australia's largest community tree-planting and nature care event. It's a call to action for all Australians to get their hands dirty and give back to the community.

Each year, hundreds of thousands of people volunteer their time to plant seedlings and restore thousands of hectares of unique Australian landscape.

Over 25 million trees have been planted by more than 4 million people, and this number continues to grow with the help of dedicated volunteers around the country.

While every or any day can be Tree Day, we celebrate Schools Tree Day and National Tree Day on the last Friday and last Sunday in July. It is an opportunity to recognise the hard work of communities around Australia and celebrate their ongoing commitment to the environment.



Why get involved



Why get involved

- To **connect** with your community and nature
- To **inspire** your community to make a positive change
- To **inform** your local community about environmental issues and encourage them to take part in future conservation of your local area
- To **educate** and foster the next generation

How to get involved

- Host a community planting activity
- Volunteer at a site
- Donate to the Tree Day Seedling Bank
- To learn more email treeday@planetark.org

How to get involved _____

Volunteer

Become a National Tree Day volunteer at a public site to join others in restoration and regeneration. See the steps below on how to get started as a volunteer.

OR

Site Coordinators

Become a site coordinator to run your own Tree Day site. The site coordinator will be responsible for organising and hosting the Tree Day site/event.

Note: When registering your Tree Day site you can choose to run a private or public site

Please note: Planet Ark does not supply plants, for information on sourcing plants visit <https://treeday.planetark.org/coords>

Getting started

As a Volunteer

How
to get
started...

01 Find a site



You can find a site near you by entering your postcode on the National Tree Day website:
<https://treeday.planetark.org/find-a-site/>

Note: If there are no sites listed in suburbs near you check the website regularly to see if any new sites are listed.

02



Contact the site coordinator

Contact the site coordinator to let them know that you will be attending and they will tell you what you need to bring on the day.

Getting started

As a Site Coordinator

How
to get
started...

1



Choose a date

National Tree Day is traditionally held on the last Sunday of July and Schools Tree Day the last Friday of July. If this is not an ideal time to plant in your area, Tree Day activities can take place on any date – remember to register with Planet Ark.

2



Find a site

You need to determine who owns your site. If that's not you, seek permission from the local council or private landholder to plant there.

You don't have to be planting trees to get involved with National Tree Day – we encourage groups who are working on bush regeneration, coastal and dune care and any other nature preservation activity to register for National Tree Day.

3



Register your event

Go to <http://treeday.planetark.org> to register:

- Estimated number of volunteers
- Estimated number of plants
- Event details

Register as a public site or private site. If you register as a public site the event will be visible on the Tree Day website.

Please note: registration is necessary to receive support materials for your Tree Day activity and for your volunteers to be insured.

4



Promote your event

Advertise your event in the local community. Consider creating a Facebook event to track the amount of attendees, contact your community newspaper, reach out to your local council and inform local residents about your event.

Access National Tree Day promotional material in the Coordinator's Toolkit: <https://treeday.planetark.org/coords>

5



Prepare for the day

Use the Coordinator's Toolkit and event planner to prepare for the day.

Remember to tell your volunteers what they need to bring such as suitable clothing, gloves, sturdy footwear, sunscreen, hats, equipment, drinks and snacks.

6

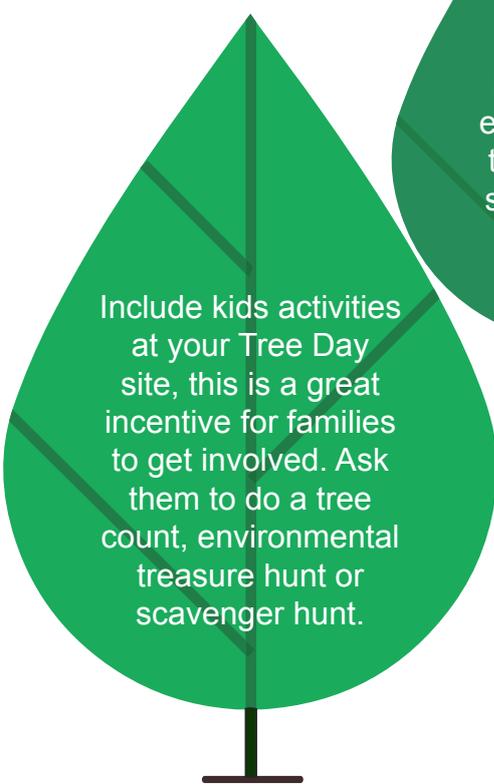


Report your results

Make your effort count and report your results to the Tree Day support team at <https://treeday.planetark.org/coords>

Activity guide

A few ideas to get your Tree Day started



Include kids activities at your Tree Day site, this is a great incentive for families to get involved. Ask them to do a tree count, environmental treasure hunt or scavenger hunt.



Have a BBQ and/or entertainment to add to the social side of the event.



Collaborate with local suppliers of green products and ask them to have a stand at your event.



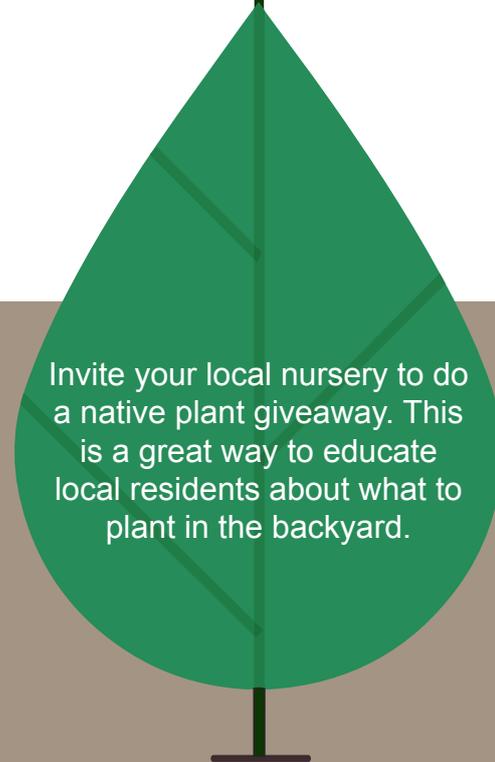
Have a Q&A stall where budding gardeners can ask questions about the local area and how best to care for it.



Provide composting or worm farming workshops. Consider asking your local council or local suppliers to supply subsidised worm farms or compost bins.



Get involved with Schools Tree Day. You can do this by providing plants and/or labour to help schools with their environmental projects. This is a great way to foster a sense of public space ownership by students.



Invite your local nursery to do a native plant giveaway. This is a great way to educate local residents about what to plant in the backyard.

Event planner

Pre-event

Now that you are registered it's time to start planning:

- Recruitment of your volunteers
- Organising native trees, shrubs, groundcovers or grass seedings for your site - reach out to local nurseries for support
- Organising tools & equipment, gardening gloves, shovels, stakes, tree guards or used milk cartons to protect seedlings
- Organising a first aid kit and a qualified first aider for the day
- Organising your event signage – so people know where and when your event will be held
- Organising rubbish bins or bags to keep the site clean
- Print out copies of the Volunteer Registration forms and Accident/Incident forms all forms available at <http://treeday.planetark.org/coords>
- Ensure you have access to water at the site & toilet facilities if required
- Send out an event reminder the day prior to all of your volunteers

Event

- Event set up
- Carry out site walk through ahead of event to ensure site is safe
- Set up registration desk and ensure Volunteer Registration forms and Photo-release forms are completed by all volunteers present
- Capture the day and share with our Tree Day community use #NationalTreeDay @planetark on Instagram and @NationalTreeDay on Facebook

Post-event

- Make your efforts count and report your results to the Tree Day Support team at <https://treeday.planetark.org/coords>

Please note this is a guide only of things to consider in planning your event.

Resources





TREE DAY SUPPORT TEAM CONTACT DETAILS

 1300 88 5000
 <http://treeday.planetark.org>
 treeday@planetark.org
 Suite 1802, 323 Castlereagh Street
Sydney NSW 2000
Australia

 @planetark
 @planetark
 www.facebook.com/NationalTreeDay
#NationalTreeDay

national
tree day 
 