



RIVERSIDE COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT
Established Date: September 25, 2015
Revision Date: October 31, 2017

VOLUNTEER SERVICES PROGRAM Volunteer Position Description

PARK/TRAIL PATROLLER

Print Name: _____ **Assigned Location:** _____

PURPOSE

To support the Riverside County Regional Park and Open-Space District's ("RivCo Parks", "District") mission, vision, strategic plans, provides assistance to staff (employees and volunteers), and the operations of local park and recreation facilities.

POSITION CONCEPT

The primary role of a Park/Trail Patroller is to provide support by serving as "eyes, ears, and mouth" for staff concerning all areas of a park or trail. This is accomplished by regularly inspecting and reporting on issues within trails, parking lots, gathering spaces, and reporting violations of park rules and regulations, communicating feedback to employees, and greeting other trail users while on foot, mountain bike, or equine.

EXAMPLES OF ESSENTIAL DUTIES

- Provide a visible presence within an assigned park or trail while focusing efforts on frequently used park areas during high use periods.
- Address park visitor's concerns and issues in a friendly manner.
- Represent RivCo Parks in a positive manner at all times.
- Greet park visitors and trail users, making them feel welcome, providing information, collecting and reporting their feedback.
- Communicate potential or actual problems to staff; volunteers do not enforce any park rules or regulations, however, they educate customers of park rules and regulations.
- Assist Park Rangers at special events and on special patrols.

RECRUITING GUIDELINES

- Be familiar with all areas of the assigned park and its trails.
- Ability to use electronic devices including computer, camera, smart phone or tablet for trail reports and other feedback.
- Ability to communicate effectively in at least English.
- Possess strong interpersonal skills.
- Must be capable of working independently with little or no supervision while on patrols.
- Must possess good decision making skills and ability to communicate with appropriate staff as needed.
- Possess physical ability to work outdoors, in various weather conditions, and on natural surface terrain.

OTHER REQUIREMENTS

- Must be over the age of 18 and physically able to carry out the assigned duties.
- Able to work at least eight hours a month while assigned to at least one shift.
- Attend any required training sessions (orientation, safety, trail work techniques, etc.)

PRE-VOLUNTEERING

All volunteer assignments are contingent upon successful completion of a criminal background investigation, which involves fingerprinting. (A felony or misdemeanor conviction may disqualify the applicant from volunteering with the District).

DISTRICT RESPONSIBILITY

- Prepare and train volunteers through orientation, tour, and on-the-job training.
- Organize and schedule volunteers in an efficient and timely manner.
- Provide the tools necessary for volunteers to complete volunteer assignments.
- Evaluate staff (employees and volunteers) performance.
- Recognize and reward volunteers as valued members of the staff team.

VOLUNTEER'S RESPONSIBILITY

- Pursue advanced training opportunities, develop knowledge and skills.
- Ensure safety and effectiveness of trail and other maintenance work.
- Fulfill all program process and paperwork requirements.
- Return loaned supplies and tools.
- Promptly communicate hazardous materials or situations, trail conditions, important species, and violations of park rules and regulations.
- Provide own transportation, operate County owned vehicle or equipment during work hours. California Driver's License is required.

BENEFITS

- Recognition for your help
- Make a difference in the community
- Enjoy time spent in nature
- Free camping opportunities
- Free access to park locations
- Volunteer Shirt after 25 hours service
- Excess Medical and Auto Insurance
- Gain knowledge and learn new skills
- New Experiences
- Meet new people

SUPPLEMENTAL INFORMATION

To express your interest in this position, go to <http://www.rivcoparks.org/>, complete and submit the Volunteer Application. A member of our Volunteer Services team will contact you for a personal interview.

Volunteer Signature

Date

Volunteer Name Printed