

Sonoma-Mendocino Coast District

Volunteer Duty Statement

Tour Docent

Armstrong Redwoods State Natural Reserve

The purpose of this position is to provide education and interpretation by leading tours and to further the mission of California State Parks: “To provide for the health, inspiration, and education of the people of California by helping to preserve the state’s extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.”

Duties and Responsibilities:

- Interpret the natural and cultural history of the park by conducting tours for park visitors
- Offer friendly, accurate, and appropriate assistance to the public whenever possible
- Wear provided name badge and California State Parks Volunteer patch while volunteering
- Keep track of volunteer time and record it in Better Impact or report it to the State Parks Volunteer Coordinator, the Stewards Volunteer Coordinator, or the Stewards Program Assistant

Skills and Qualifications:

- Good communication skills
- Willingness to learn and share knowledge of the park’s natural and cultural history
- Courteous, friendly, helpful
- Capacity to work independently as well as cooperatively with Stewards of the Coast and Redwoods staff, State Parks staff, and other volunteers

Time Commitment:

Dates and hours are flexible

Training:

Attend the General Volunteers in Parks Program Orientation, attend the Armstrong Redwoods Docent Training, complete the Bear in Mind EEO Training within 60 days of starting and subsequently every two years, review the Armstrong Docent Manual, and shadow an experienced docent until ready to lead tours independently

Reporting:

The supervisor for this program is Visitor Services Program Manager, Tracy Weisberg. The lead for this program is the Stewards of the Coast and Redwoods Program Director. Amelia Schall Tůmová is the Sonoma-Mendocino Coast District Volunteer Coordinator (Amelia.Schall@parks.ca.gov).

Benefits:

Learn about the natural resources and cultural history of the area and meet new people from all over the world while enriching the experience of park visitors. As a volunteer with California State Parks, logging 40 hours of volunteer time earns a complimentary district pass, and 200 hours of volunteer time earns a complimentary VIPP statewide pass for the next year. Please contact Amelia Schall Tůmová about reporting volunteer hours and making a plan to receive your pass in a timely manner.

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Conclusion:

The relationship between a volunteer and California State Parks must be one of mutual benefit. The Volunteer Service Agreement may be terminated at any time without cause and without advance notice.

If you willingly agree to perform all duties, please sign below.

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State Park Volunteer

Date

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State Park Representative

Date