



RIVERSIDE COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT
Established Date: January 9, 2013
Revision Date: December 7, 2017

VOLUNTEER SERVICES PROGRAM

Volunteer Position Description

Volunteer Name (PRINT): _____

NATURAL RESOURCES VOLUNTEER

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), in the conservation of open space lands.

POSITION CONCEPT

Under direction, learn to prepare, implement, and evaluate plans and procedures for monitoring and management for conservation of wildlife habitat under Western Riverside County's Multi-Species Habitat Conservation Plan (MSHCP). Gain Knowledge of species surveys and familiarity of the covered species of Western Riverside County and the threats that face them.

EXAMPLES OF ESSENTIAL DUTIES

- Assist in initial property assessments of lands soon to be acquired by the County as wildlife habitat.
- Participate in projects to remove/eradicate non-native plants and animals.
- Participate in active habitat restoration projects.
- Assist Park Rangers at special events and on special patrols.

RECRUITING GUIDELINES

- Possess basic knowledge of the general ideas and theories within the fields of ecology, conservation biology, wildlife biology and/or botany.
- Interest in pursuing a career in one of the above mentioned fields.
- Ability to use electronic devices including computer, camera, smart phone, tablet and GPS for data entry and navigation in the field.
- Must be capable of working independently with little or no supervision.

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 for the County.)

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 interest in this position, go to www.rivcoparks.org (Volunteers Tab) complete and submit the Volunteer Application. A member of the Volunteer Services team will contact you about a personal interview.

Volunteer Signature

Date

Volunteer Name Printed