CITY OF SANTA MARIA
ACCEPTING APPLICATIONS FOR
<u>Los Flores Ranch</u>
<u>Volunteer Docents</u>
Recreation and Parks Department

IDEAL CANDIDATE: The ideal candidate will love the outdoors and be willing to volunteer their time in the park in order to promote its use, educate the community and help it run effectively.

THE POSITION: Docents at Los Flores Ranch will provide a myriad of services. Docents will be involved with or directly responsible for conducting tours and educational lessons about the park, greeting visitors, assisting park visitors, and other customer service tasks. They will also be assisting with trail maintenance, making recommendations to staff, and helping to preserve and protect the beautiful land of Los Flores Ranch. Docents will be given an introduction of the park's physical geological elements, ecosystems, history, and land management goals. Docents will be eligible to participate in volunteer appreciation events based on their hours of service.

The docents selected for Los Flores Ranch should be able to volunteer at least once a month.   Hours may vary; days, evenings and weekend shifts are to be expected. Dress code/work attire; must be appropriate to area of assignment.

MINIMUM QUALIFICATIONS:

EDUCATION/EXPERIENCE: Successful candidates must be able to communicate well with the public and have an interest in the outdoors and/or environmental education. Volunteer Docents must be able to work independently with minimal supervision from City staff. For most tasks, the Los Flores Ranch docent position is suitable for people over the age of 16. Families with younger children under are encouraged to volunteer as a team as long as adult supervision is provided for all minors while on park property. All minors are required to have parental approval before working at the park.

KNOWLEDGE OF: Ideal candidates will likely have experience or an interest in biking, hiking, horseback riding, bird watching, environmental education, native plants and wildlife or other outdoor recreational pursuits. An ability to communicate effectively with the public is desired. Volunteer docents should also have an interest in the beautification and upkeep of recreational open space.

LICENSE/CERTIFICATIONS: Docents will be trained and certified in First Aid / CPR.

<u>FINAL FILING DEADLINE: OPEN UNTIL FILLED</u>

SELECTION PROCESS
All applicants are required to complete an official City of Santa Maria volunteer application. Applications/flyers are available on the City's web site located at www.ci.santa-maria.ca.us, or at the Recreation and Parks Department, 615 S. McClelland St., Santa Maria, CA 93454, or by calling (805) 925-0951, Voice Mail Box # 1201. Applications must be received in the Recreation and Parks Department, 615 S. McClelland St., Santa Maria, CA 93454. All docent candidates will be interviewed and some may be asked to undergo a thorough background investigation.

6/4/09