

## **Events – Historic Canoa Ranch - Volunteer Position Description**

### **Purpose**

Events volunteers assist with hosting large public events at Historic Canoa Ranch. Opportunities include physically active jobs such as event set up and clean up, and less demanding tasks that include staffing visitor information, water and first aid stations, and other duties as assigned. Orientation provided on-site day of or in advance of the event.

### **Requirements**

1. Complete and submit NRPR Volunteer Application form
2. Participate in Volunteer Orientation meeting to discuss volunteer service and complete required paperwork.
3. Choose an area(s) of service and commit to assisting with at least one event each month during the months of October - April.
4. Complete training required for specific volunteer position.
5. Review and sign volunteer service agreement specific to the volunteer position.
6. Wear a volunteer badge, dress appropriately, and represent Pima County in a positive and professional manner.
7. Record your hours for each day worked and attendance at trainings, meetings and continuing education sessions.
8. Volunteers are encouraged to participate in continuing education sessions, trainings, volunteer meetings, and/or field trips.

### **Training**

Orientation and informal training provided by NRPR staff on-site the day of or in-advance of the event (approx. one hour).

### **Time Commitment and Scheduling**

It is expected that Events volunteers commit to assisting with at least one event each month during the months of October - April. All volunteers are encouraged to attend continuing education talks, classes and outings arranged by the volunteer coordinator. Event volunteer scheduling is coordinated by EE staff as designated.

### **Benefits of Volunteering with NRPR**

1. Contribute to your community and enrich the lives of others through volunteer service.
2. Further the mission of Pima County Natural Resources, Parks and Recreation.
3. Receive an in-depth learning experience in the volunteer training course.
4. Learn about the natural and cultural history of the area through volunteer meetings and field trips.
5. Meet and socialize with other like-minded individuals through your participation in the volunteer program.
6. Receive Volunteer newsletters and notifications of Volunteer events and opportunities.
7. Receive discounts on NRPR Outdoor Activities, Tours, and Events program registration fees.
8. Enjoy NRPR Volunteer recognition events specific to your area of volunteer service.