

FSPR Volunteer Service/Activity Description

Special events/festivals or programs:

Description: Plan activities, parking and schedule of events. Engage partner organizations, suppliers, vendors and performers. Procure supplies and equipment. Train and organize volunteers. Provide information to the public, record visitors, handle sales of refreshments and merchandise, donations and other financial transactions, and contact authorities when incidents are reported.

1. *Location:* San Pedro Riparian National Conservation Area, San Pedro House and Fairbank Schoolhouse or trailhead or other suitable site.
2. *Time/schedule commitments:* Volunteers are assigned 4-hours shifts for morning and/or afternoon according to schedule handled by bookstore volunteer coordinator.
3. *Use of government vehicle:* Will be operated by government employee to haul tables, chairs, other furniture, and inventory items between visitor contact stations. May ride as passenger in government vehicle.
4. *Use of personal vehicle:* For volunteer's personal transportation to work site.
5. *Tools and equipment:* Equipment specific to volunteer services/roles to be determined.
6. *Personal tools and equipment:* Appropriate casual personal attire and footwear. Refreshments and merchandise are available in the bookstores.
7. *Skills and abilities needed:* Modest sales skills, setting up and stowing tent canopies, picking up and carrying chairs, tables, books and other merchandise, occasionally heavy or cumbersome loads with assistance (e.g. coolers). Docents with knowledge of local natural and cultural resources give talks and lead walks, hikes, and historic site tours.
Training and certifications: Recognizing potential hazards encountered in and around buildings. Lifting and carrying heavy loads.
8. *Level of physical activity:* Modest physical demands in general requiring simply good overall health. Occasional moderately strenuous activities like picking up and carrying loads.
9. *Hazards or risks:* Tripping over indoor thresholds/obstacles, stairs, walking outdoors on natural terrain, uneven and rough ground. Hazardous materials will be reported to BLM representative on site and will not be handled or removed by volunteers. Encounters with stinging and biting insects, wildlife, allergens (dust, pollen) in and around buildings. Encounters with undocumented immigrants, drug smugglers, hunters.
10. *COVID-19 preventative measures:* Volunteers are recommended to check on the latest CDC guidance at the following website: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

