



STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
LAKE LOUISA STATE PARK



VOLUNTEER POSITION DESCRIPTION

- Position:** Garden Maintenance Volunteer
- Assigned Tasks:** Assisting park staff in maintaining the Park's butterfly, sensory and office gardens as well as road medians. Specific projects and methods will be assigned by the supervisor.
- Supervisor:** Volunteer Coordinator and, if not present, Assistant Park Manager.
- Qualifications & Skills:** Must be able to work outdoors for extended periods. Previous gardening experience is preferable but not required. Self-motivated, ability to work independently as well as in groups is also required.
- Special Requirements:** Ability to identify flora. Knowledge of pruning techniques. A minimum contribution of 4 hours per week during Park's regular open hours. Ability to work outdoors under Florida weather conditions, and hold a valid driver's license.
- Standards & Performance:** Any equipment used by the volunteer will be cleaned and returned to its proper place before the end of the shift. Be cognizant of visitors and answering their questions or directing them to someone who can. Never ignore the visitor or tell them you can't help them. A volunteer is to advise supervisor of issues or concerns. A safe work environment is expected by following safety guidelines for tools and to wear proper safety equipment. Timesheet records of contributed hours are required to be turned in monthly. A volunteer uniform in accordance with the agency volunteer uniform guidelines is to be worn when contributing volunteer hours. The volunteer will have to provide solid colored trousers in good condition. When possible, T-shirts and name plate will be provided by the park.
- Benefits to volunteer:** Personal enrichment and experience by working in a state park setting. After contributing 100 hours of volunteer work to one specific park, the volunteer can receive a free entrance pass that is valid until the end of that year to that specific park. Once 500 volunteer hours are obtained, at one or several Florida State Parks, volunteers can apply for a free annual Florida state park entrance pass that allows access to most Florida State Parks.

Name of volunteer (please print): _____

Signature of Position Volunteer: _____ Date: _____

Signature of Supervisor: _____ Date: _____