

Clark County Wetlands Park  
**VOLUNTEERS**

Volunteers are essential to the Wetlands Park. In addition to participating in plantings and clean up efforts, volunteers staff the Information Center, patrol the trails, and lead school and group tours. For insurance purposes, Wetlands Park volunteers must be 18 years of age or older.

Positions: (See following pages for detailed job descriptions.)

At the present time, there are three volunteer positions at the Wetlands Park:

- Information Ambassadors
- Education Ambassadors
- Trail Ambassadors

Process:

Visitors who sign the Volunteer Sheet, located on the front counter, or make telephone inquiries will be contacted by a Clark County staff person. The staff person will schedule an interview during which a Volunteer Application and a Criminal Background Check form are completed. Then a reference check will be made prior to the official beginning of service.

Upon hiring, the new volunteer will be scheduled for training which will include a tour of the Park, calendar sign in and time sheet procedures. They will work with an experienced volunteer. Volunteers receive Volunteer Badges for the first month of service, a Name Badge for the second month of service, and then uniforms (shirts and hats) during the third month of service as part of their position. After 90 days, keys may be issued to volunteers who are responsible for opening and closing the Information Center.

Training:

Additional training for all volunteers is scheduled throughout the year and includes guest speakers who present interesting topics such as:

- Birds
- Plants
- Animals After Dark
- Park Security
- Hydrology
- Archeology

Status:

A volunteer is considered to be “**inactive**” if they have not been involved at the Park for three months\*. If you think that you would like to return to “**Active**” status soon, you may request a three-month leave of absence. In the case of health problems or conflicts with employment, volunteers can opt to take a leave of absence of three additional months (for a total of six months) by notifying a Clark County staff person. At end of this second consecutive leave the volunteer must return to Active status or resign, turning in all uniforms, equipment and keys.

Note\* This 3 month absence does not apply to Education Facilitators during the summer months, but can be instituted during the school year when necessary.

Volunteers who wish to resign should notify the Clark County staff person as soon as possible – in writing - and make arrangements to return their uniform, equipment and keys. They will have “start at the beginning” with a new background check if they wish to return.