



OREGON STATE PARKS AND RECREATION DEPARTMENT

APPLICATION for PARK HOST VOLUNTEERS

(Use this form for up to two applicants with the same mailing address.)

Rec'd _____

Ent'd _____

Initials _____

Please check all boxes that apply:

New OPRD Host Applicant(s) Returning OPRD Host(s) Application for the _____ Calendar Year

of People Occupying Host Site _____ (If at a different address, attach a separate application for each person.)

Full Name of other applicant(s) co-hosting with you if not at same address: _____

Will you have a pet with you? Yes No (Current rabies vaccination certificates are required; be sure to bring with you)

PART 1: Name(s) and Contact Info

1st Applicant's Last Name: _____ First Name: _____ Middle Initial: _____

2nd Applicant's Last Name: _____ First Name: _____ Middle Initial: _____

E-Mail Address(es): _____ AND _____

Primary Mailing Address:

Alternate Address:

Street:	Street:
City, ST, Zip:	City, ST, Zip:
Primary Phone #: circle: (land line, cell, msg, work)	Primary Phone #: circle: (land line, cell, msg, work)
2nd/Alternate Phone #: circle: (land line, cell, msg, work)	2nd/Alternate Phone #: circle: (land line, cell, msg, work)
Is this mail forwarding address only? <input type="checkbox"/> Yes <input type="checkbox"/> No	What's the best way to contact you? circle: (primary ph., alternate ph., e-mail)
If no, at what time(s) of the year can mail reach you here?	At what times of the year can mail reach you here?

PART 2: Volunteer Skill Assessment/Job History

Please check the box of those skills/duties that you are interested in performing at our parks. After each, please circle whether you have either **(E) - Experience** in this skill, or **(I) - Interest** in gaining this skill. Use the blank lines to indicate other professional, vocational or personal skills you have that you'd like to contribute.

1st Applicant Complete This Box

<input type="checkbox"/> Customer Service (cse) E/I	<input type="checkbox"/> General Interpretation (int) E/I	<input type="checkbox"/> Maintenance (mnt) E/I	<input type="checkbox"/> Training/Supervision (trn) E/I
<input type="checkbox"/> Computer Skills (cmp) E/I	<input type="checkbox"/> Public Speaking (spk) E/I	<input type="checkbox"/> Small Engine Repair (rpr) E/I	<input type="checkbox"/> Youth Programs (yth) E/I
<input type="checkbox"/> Recycling (recy) E/I	<input type="checkbox"/> Animal & Bird ID (aml) E/I	<input type="checkbox"/> Electrical (elec) E/I	<input type="checkbox"/> Env. Education (enved) E/I
<input type="checkbox"/> Research (res) E/I	<input type="checkbox"/> Plant ID/Botany (bot) E/I	<input type="checkbox"/> Construction (cons) E/I	<input type="checkbox"/> Recreation/Games (rcp) E/I
<input type="checkbox"/> Routing/Sign Making (sgn) E/I	<input type="checkbox"/> Oregon History (ORhst) E/I	<input type="checkbox"/> Painting (pnt) E/I	<input type="checkbox"/> Crafts (cft) E/I
<input type="checkbox"/> Security (scty) E/I	<input type="checkbox"/> Lighthouse History/Tours (LHtr) E/I	<input type="checkbox"/> Masonry (msn) E/I	<input type="checkbox"/> Campfire Programs (cfpg) E/I
<input type="checkbox"/> Safety Training (stf) E/I	<input type="checkbox"/> Walking Tours (wktr) E/I	<input type="checkbox"/> Plumbing (plmb) E/I	<input type="checkbox"/> Photography (pho) E/I
<input type="checkbox"/> Store Operations (stop) E/I	<input type="checkbox"/> Kayak Tours (ktr) E/I	<input type="checkbox"/> Mowing/Weeding (mow) E/I	<input type="checkbox"/> Writing/Journalism (wrt) E/I
<input type="checkbox"/> Visitor Center Operations (vcop) E/I		<input type="checkbox"/> Gardening/Landscaping (gdn) E/I	
<input type="checkbox"/> Other: _____			
<input type="checkbox"/> Other: _____			
Licenses/Certificates/Training: (include year of last training and expiration date, if applicable)			
<input type="checkbox"/> Teaching _____ (which subjects/grades?)	<input type="checkbox"/> Q Customer Service Training _____	<input type="checkbox"/> First Aid/CPR _____	
<input type="checkbox"/> Interpretive _____	<input type="checkbox"/> Verbal Judo Training _____	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Driver's License #:	State of Issue:	Exp. Date:	

2nd Applicant Complete This Box

<input type="checkbox"/> Customer Service (cse) E/I	<input type="checkbox"/> General Interpretation (int) E/I	<input type="checkbox"/> Maintenance (mnt) E/I	<input type="checkbox"/> Training/Supervision (trn) E/I
<input type="checkbox"/> Computer Skills (cmp) E/I	<input type="checkbox"/> Public Speaking (spk) E/I	<input type="checkbox"/> Small Engine Repair (rpr) E/I	<input type="checkbox"/> Youth Programs (yth) E/I
<input type="checkbox"/> Recycling (recy) E/I	<input type="checkbox"/> Animal & Bird ID (aml) E/I	<input type="checkbox"/> Electrical (elec) E/I	<input type="checkbox"/> Env. Education (enved) E/I
<input type="checkbox"/> Research (res) E/I	<input type="checkbox"/> Plant ID/Botany (bot) E/I	<input type="checkbox"/> Construction (cons) E/I	<input type="checkbox"/> Recreation/Games (rcp) E/I
<input type="checkbox"/> Routing/Sign Making (sgn) E/I	<input type="checkbox"/> Oregon History (ORhst) E/I	<input type="checkbox"/> Painting (pnt) E/I	<input type="checkbox"/> Crafts (cft) E/I
<input type="checkbox"/> Security (scty) E/I	<input type="checkbox"/> Lighthouse History/Tours (LHtr) E/I	<input type="checkbox"/> Masonry (msn) E/I	<input type="checkbox"/> Campfire Programs (cfpg) E/I
<input type="checkbox"/> Safety Training (sft) E/I	<input type="checkbox"/> Walking Tours (wktr) E/I	<input type="checkbox"/> Plumbing (plmb) E/I	<input type="checkbox"/> Photography (pho) E/I
<input type="checkbox"/> Store Operations (stop) E/I	<input type="checkbox"/> Kayak Tours (ktr) E/I	<input type="checkbox"/> Mowing/Weeding (mow) E/I	<input type="checkbox"/> Writing/Journalism (wrt) E/I
<input type="checkbox"/> Visitor Center Operations (vcop) E/I		<input type="checkbox"/> Gardening/Landscaping (gdn) E/I	
<input type="checkbox"/> Other: _____			
<input type="checkbox"/> Other: _____			

Licenses/Certificates/Training: (include year of last training and expiration date, if applicable)

Teaching _____ (which subjects/grades?) Q Customer Service Training _____ First Aid/CPR _____

Interpretive _____ Verbal Judo Training _____ Other _____

Driver's License #: _____ State of Issue: _____ Exp. Date: _____

Applicant #1:

Are you retired? Yes **Previous Occupation (s):** _____

No **Current Occupation:** _____

Applicant #2:

Are you retired? Yes **Previous Occupation (s):** _____

No **Current Occupation:** _____

PART 3: Park Host Type

Please refer to the enclosed *Park Host Definitions & Duties* sheet for a listing of general duties for different types of park hosting jobs before answering this next section. Then check all boxes that apply.

I/We are interested in the following types of hosting assignments:

Campground Host Visitor Services Host Interpretive Host (**Complete Supplement B – OPRD Interpretive Host Questionnaire**)

Maintenance Host Extended Stay/Special Project Host

I/We **would/would not** (circle one) be willing to perform yurt or cabin cleaning duties

I/We would like to be placed on a waiting list until the parks I desire have openings

I/We would like to be placed on a waiting list for **any park**

Please Call! I am/We are willing to consider other assignments as needed

PART 4: Past Hosting Work

Have you been a host at other parks or recreation areas? Yes No If yes, please complete the info below. List most recent experiences first and include all assignments during the last year you hosted. Attach 2nd sheet if you need more room.

1) **Park:** _____ **Host Type/Duties:** _____

Dates: _____ **Contact Name & Phone:** _____

2) **Park:** _____ **Host Type/Duties:** _____

Dates: _____ **Contact Name & Phone:** _____

3) **Park:** _____ **Host Type/Duties:** _____

Dates: _____ **Contact Name & Phone:** _____

4) **Park:** _____ **Host Type/Duties:** _____

Dates: _____ **Contact Name & Phone:** _____

PART 5: My/Our Park Preferences, Dates of Availability & Park Assignments

(Refer to the maps and materials in your host packet to answer this section.)

Use the chart below to indicate the park locations where you'd like to work and the months you are available. Keep in mind that if you list only specific parks, others will likely not call you. If you'd like to be considered for an entire Park Area or geographic region, list those instead. If you can be flexible, please write *any park* or *open*. Your chances of landing an assignment are very good if you do this, but be clear about what you will accept. If you are already assigned to any parks during the year, be sure to check that you are not available, then list the parks by month where you have accepted work.

Month	Available or Not Available <i>(check one only)</i>		Already Assigned (list park)	Park Choices
	<input type="checkbox"/>	<input type="checkbox"/>		
January	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
February	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
March	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
April	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
May	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
June	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
July	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
August	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
Sept.	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
October	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
November	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
December	<input type="checkbox"/>	<input type="checkbox"/>		1) 2)
OTHER Parks or Areas you will consider	<i>List up to 6 in boxes to the right</i>	→ → →	1) _____ 2) _____ 3) _____	4) _____ 5) _____ 6) _____

PART 6: My/Our References. List at least 2 references for each applicant below. Indicate in the left column whether these are Personal or Professional references and how long you have been acquainted with each.

	Reference Name (circle whether Personal or Professional)	Address, City, ST, Zip	Phone Numbers	How Long?
App. #1	P/Pro			
	P/Pro			
App. #2	P/Pro			
	P/Pro			

PART 7: Questions. Please answer the following questions to help us determine the best placement for you.

Do you have any medical/physical conditions or limitations to be taken into consideration when assigning tasks?

*NOTE: All hosts do need to be physically able to perform the duties of the jobs they accept. Depending on your specific hosting assignment, we may be able to modify the work to accommodate your needs.

Applicant # 1: Yes No Please explain.

Applicant # 2: Yes No Please explain.

Why is park hosting a volunteer job you'd like? _____

Is there anything else you'd like us to know about you? _____

How did you learn about OPRD's Park Host Program? _____

PART 10: Your Recreational Vehicle/Equipment

Most parks have host sites that can accommodate most size/length RV. However, parks reserve the right to place you in a different site than planned.

Make/Year of RV: _____ Length: _____ Slide-Outs? Yes No Amps Needed: _____

Extra Vehicle? Yes No Length of Extra Vehicle: _____ Will you accept a site without full hook-ups? Yes No

Do you have a Satellite Dish? Yes No If yes, is it mounted on your RV or a separate portable one? _____

By Oregon law and as a safety precaution for visitors, staff, and other hosts, all hosts are subject to a criminal background check each year before assigned duties can begin. Upon scheduling, we will request that you complete a separate criminal history/DMV check form. Please read the statement below, fill in your name(s), then sign and date the application.

I/We, _____ AND _____, hereby certify that the information provided on this application is true and correct to the best of my knowledge and belief. I hereby grant the State of Oregon, Oregon Parks and Recreation Department (OPRD), permission to verify facts contained here within. I hereby authorize the release of any relevant information pertaining to reference checks, criminal history, driving records, education, work and volunteer history to verify my eligibility to volunteer at any site operated by OPRD. I agree to abide by OPRD's Volunteer Code of Conduct as described in the Park Host Manual.

1st Applicant's Signature: _____ **Today's Date:** _____

2nd Applicant's Signature: _____ **Today's Date:** _____

SUPPLEMENT B: - OPRD Interpretive Host Questionnaire –

For those applying for interpretive host positions, be sure you are familiar with the general listing of duties for this host type described in the enclosed *Park Host Definitions & Duties* document. Then answer the questions below. If you need more space, you may attach additional sheets and/or a resume if it helps to further explain your related experience and background.

Interpretive History/Experience:

What kind of paid or volunteer experience have you had in interpretation or related fields? (education, theatre arts, public speaking, etc.) Please describe your duties at each location below.

Dates	Name of Park/Business and Address	Your Job/Role Title	Description of Duties

Education Background: (Please check highest level completed and indicate major and minor fields of study)

High School
 Some College
 Associate's Degree
 BA/BS
 MA/MS
 PhD

Major/Minor: _____

What other education, certifications, licensures and/or related training do you have?

Please check the boxes below in which you have experience in any combination of either paid or volunteer positions. Then think of one particular work experience; one in which you spent the MOST time actively performing interpretive-related tasks. Given this position, use the space at the right of each entry to indicate the approximate *percentage of time* you spent performing those duties.

Interpretive Programming:

- Led Tours/Walks _____
- Provided Short Talks/Presentations _____
- Provided Evening Programs/Campfire Programs _____
- Provided Roving Interpretation _____
- Introduced Ranger-led Programs or Guest Speakers _____

Youth Programming:

- Assisted With Youth/Junior Ranger Programs _____
- Led Youth/Junior Ranger Programs _____
- Independently Led/Created **New** Youth/J.R. Programs _____
- Provided Other Recreational Programs for Children _____

Development of Interpretive Programs:

- Designed/Created New Interpretive Programs _____
- Followed Guidelines/Script for Previously _____
- Developed Interpretive Programs _____

Design of Interpretive Projects:

- Designed interpretive brochures _____
- Designed interpretive displays/panels _____
- Wrote interpretive text for a project _____