



Park Watch Steward

2022 Volunteer Job Description

Position Title	Park Watch Steward
Immediate Supervisor	Sarah Howden, Visitor Services Coordinator (sarah@friendsoffishcreek.org)
Park Watch Program Description	Park Watch Stewards are a visible presence that encourage responsible park use while providing user education and increasing awareness of issues that relate to a heavily-used urban park. Stewards report their observations via a digital app to the Friends and Alberta Environment and Parks (AEP) staff to ensure these organizations can respond to safety, regulatory and/or park maintenance issues that otherwise may go unreported.
Overall Role of Park Watch Stewards	Tour the park to facilitate the recording and reporting of important information to the Friends and AEP while acting as a friendly and approachable representative of the Friends, fulfilling this important public outreach role.
Desired Outcomes	To contribute towards increased responsible use of the park, better-educated park users and an overall healthier, safer and more enjoyable park experience for everyone. The public will become more aware of the Friends' programs, events and opportunities to become involved with our organization.
Tasks & Responsibilities	<ul style="list-style-type: none"> • Download the <i>MyImpact</i> app and log hours with the mobile timeclock • Participate in the completion/review of the <i>First and Last Five Minutes</i> forms for each shift • Wear Park Watch uniform and represent the Friends professionally • Download ArcGIS Field Maps app and submit observations as well as communicate serious/time-sensitive issues to Friends' staff immediately • Promote the Friends of Fish Creek events and volunteer opportunities • Take part in Park Watch public outreach "blitz" events (one to two per season) • Answer questions from and assist the public • Inventory your team's equipment at the beginning and end of the season, and contact Supervisor regarding equipment concerns/restocking needs
Requirements	<ul style="list-style-type: none"> • Attend mandatory Park Watch volunteer training • Complete Friends of Fish Creek Volunteer Agreement • Clear Police Information and Vulnerable Sector Check (first year Stewards only) • Work in a team of two and carry a working cell phone with emergency numbers programmed into your contacts • Willingness to download and use both digital apps (<i>MyImpact</i> and <i>ArcGIS Field Maps</i>) and use them on your personal device • Respectful and approachable to the public • Keen observation and problem-solving skills • Familiarity with Fish Creek Provincial Park is an asset • Basic computer/internet literacy and working email account • Ability to work as part of a team and with the public in a positive manner • Physically fit enough to be active outdoors (walking or biking) for two-hour shifts • Each volunteer should secure a partner who must also attend training (or the Friends will find a partner for you)
Time Commitment	<ul style="list-style-type: none"> • At least two 2-hr shifts per month from May 1st to October 31st , in addition to training hours (next section)
Training	<ul style="list-style-type: none"> • <u>Mandatory</u> volunteer training over zoom (~3 hours) and one in-person training session (dedicated to app use and reporting, ~ 3 hours) • New teams accompany an experienced Mentor on first shift(s) • Optional additional learning opportunities in flora and fauna, conservation, etc.
Evaluation	Volunteers will be evaluated throughout the season and will be invited to complete an end-of-season Volunteer Experience Survey to provide feedback back to the organization.
Benefits	<ul style="list-style-type: none"> • Involvement in the community, meet new people • Active role in the preservation of Fish Creek Provincial Park • Receive <i>Voice of the Friends</i> newsletter • Stay informed about upcoming programs and events • Invitation to participate in optional First Aid training • Eligibility for Letter of Involvement • Opportunity to enjoy the outdoors and be physically active • Invitation to Volunteer Appreciation events and activities