



# Idaho Parks & Recreation Volunteer Program

The Idaho Department of Parks & Recreation Volunteer Services Program fosters highly effective volunteer engagement throughout all state parks and programs. We strive to attract and involve multiple resources from local, statewide, and international communities in order to enhance the quality of life for Idahoans.

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**Job Title:**

## Campground Host

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### **Job Summary:**

Campground hosts live and work in the campground and are often the first contact our visitors have with Idaho Dept. of Parks & Recreation. They perform a variety of tasks such as greeting visitors and handing out information, collecting fees, light maintenance duties, and informing park staff about potential problems.

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### **Work Schedule:**

Campground hosts each work a minimum of 20-24 hours per week (including weekends and holidays) for a minimum of 30 days and a maximum of 180 days. Hosts are considered to be “on-call” at all times of the day and night. Hosts must take time off during the weekdays Monday through Thursday. All hosts will have specific duties and scheduled times to work.

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### **Benefits to volunteer:**

- Free campsite equipped with water, electricity, and sewer hook-ups at one of the quietest and most scenic camping parks in the system!
  - Free park pass to other state parks in the area
  - State vehicle provided for work-related driving needs
  - Worker’s compensation, automobile liability insurance when using state vehicles, and tort claims insurance while on the job
  - Complete orientation and job training
  - Continual evaluation and feedback on job performance
  - Uniform provided
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**Job Duties:** (This is a general list of tasks to be performed; amount of time spent at each task will vary with each park and time of year; not all tasks are performed at all parks)

### **Campground Host Site:**

- Greet park visitors and be readily accessible to the public while on duty
- Answer questions and provide park and local tourist information
- Answer phone, voice mail, and 2-way park radio
- Lock and unlock buildings
- Perform complete campground checks twice a day
- Post campground reservation information and mark reserved sites
- May work at Visitor Center as needed
- Inform park visitors of park rules and regulations and notify park staff if enforcement action is needed

### **Cleaning/Maintenance:**

- Check restrooms and showers for cleanliness
- Clean sinks, mirrors, toilets, vanities, and floors daily
- Restock paper supplies
- Remove litter/debris and empty trash and recyclables from campground
- Clean campsites using rakes, shovels, blowers, wheelbarrows, and brooms
- Mow and maintain lawns using riding/push mowers and trimmers
- Weed shrub/flower beds and trim vegetation
- Apply mulch and other top dressings
- Water campsites, trees and lawn areas with hoses and sprinklers as needed
- Replace light bulbs as needed

### **Fee Collection:**

- Follow established IDPR cash handling procedures
- Hand out self-pay registration envelopes as needed
- Collect money for the sale of firewood
- Register campers using computerized reservation system
- May assist with fee collection at the park entrance station during special events and/or the off-season

### **Interpretation:**

- Assist with the Jr. Naturalist program
- May assist park staff at campground evening programs, tours, or other interpretive activities

### **Emergency Operations: (as needed)**

- In the absence of park staff, take appropriate action during visitor or maintenance emergencies:
  - identify problems
  - obtain relevant information
  - notify appropriate authorities (park staff, police, ambulance, etc.)
- Share storm warning information with park visitors

**Equipment Operation: (only if properly trained)** During the performance of duties listed above, may operate and help maintain a variety of park equipment:

- pick-up truck
- multi-passenger vans
- electric and gas powered golf cars
- riding and push mowers
- backpack and walk-behind blowers, power trimmers, and weed eaters

### **Special Projects: (as needed)**

- Assist with special projects related to campground operations.
- These projects can be structured to the volunteer's interests and talents.

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Obtain an application form by contacting:  
Idaho Dept. of Parks & Recreation  
ATTN: Volunteer Services Coordinator  
5657 Warm Springs Ave.  
Boise, ID 83716  
(208) 514-2493  
khampton@idpr.idaho.gov