City of Lakewood Volunteer Job Description

Department: Community Resources
Division: Regional Parks and Golf

Committee: Horse Patrol Last Updated: February 2012

Committee Leadership

Regional Parks Supervisor

Drew Sprafke
(303) 697-6154

LHP Director

Mary Miklos

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andspr@lakewood.org



Volunteers must complete a minimum of 4 hours per month or 20 hours per season from May through October unless weather interferes. Patrolling on horseback more frequently is highly encouraged.

Committee Purpose

The Horse Patrol's primary purpose is to: provide customer service and public information to visitors in Lakewood's parks.

Responsibilities

The volunteers are responsible for assisting as an extension of the park rangers at Bear Creek Lake Park, the Bear Creek Greenbelt, Addenbrooke, Belmar and William Frederick Hayden Park. The volunteer will patrol the parks on horseback and provide rules education, park information and assistance to park users. Volunteers must complete a minimum of 4 hours per month or 20 hours per season from May through October unless weather interferes. Patrolling on horseback more frequently is highly encouraged.

Volunteers will:

- Patrol the Regional Parks on horseback
- Provide education to users relating to the park rules and regulations
- Provide park information and basic area information to park users
- Provide basic first aid and other assistance to users as necessary
- Represent the City of Lakewood's values and mission in all actions and contacts

Qualifications

The volunteer must be able to prove the following ability to:

- Possess their own horse and adequate transportation for the horse
- Patrol with a partner at all times
- Complete all training including basic first aid and CPR
- Be at least 18 years of age
- Make routine public contacts and provide basic rules education
- Not take Law Enforcement action and will notify park rangers of any violations

Training

Training will be provided by the LHP Director. Training sessions will be determined each year. The training will include: first aid, CPR certification, park information, basic patrol procedures, and desensitization training every spring for volunteers and their horses. After completing the training session, the LHP Director or Regional Parks Supervisor will determine if volunteer is capable of working in this position or should be reassigned.

Dress Code



Each volunteer will be provided a uniform shirt, jacket, hat, first aid supplies, and horse saddle pad. Volunteers are required to wear uniform shirt, hat and comfortable work shoes. In addition, depending on weather conditions and task, please dress appropriately.

Work Environment

Outdoor – This committee participates year-round. The changing Colorado weather is a strong factor.

Punctuality and Absenteeism

If the volunteer is going to be late or miss a scheduled assignment, they must contact the committee leadership prior to their shift.