



2014 Volunteer Trail Inspector Program

Application and Information Packet

*Help keep Jefferson County Open Space
trails safe and well maintained!*



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- Position Descriptions
- Application
- Training Dates

Application Deadline:
February 18, 2014

**Six applications will be
accepted for the Inspector
Program waitlist in 2014**

Welcome and thank you for your interest in applying for a volunteer position with Jefferson County Open Space. Inside this brochure, you'll find the step-by-step process for applying for our volunteer program, including position descriptions, application deadlines, training dates and requirements for the program in which you have expressed interest. Once you've reviewed the information, simply fill out the application and return it to the Volunteer Services office by the indicated date. The rest of this packet is yours to keep. NOTE: The Volunteer Trail Inspector Program is full for 2014. Applications will be kept on file and applicants called as needed to fill vacancies. Interviews, Orientation and training will be conducted as needed.

Trail Inspector Training

Comprehensive training for volunteer Trail Inspectors will be held as needed and by appointment at Jefferson County Open Space, 700 Jefferson County Parkway, Suite 100, Golden, Colorado, 80401. **Training is mandatory for new volunteers.**

Continuing Education

Volunteers in the Trail Inspector Program will be invited to attend additional educational programs throughout the year as a benefit of their volunteer participation in the Open Space program.

TITLE: TRAIL INSPECTOR

SUPERVISOR: Trail Services Team Lead

SUMMARY OF POSITION:

Volunteers assist the Open Space Trails section in the inspection of Jefferson County Open Space trails. Information collected by Trail Inspectors is utilized by the Trails staff to provide necessary maintenance of the trails. This ensures the highest quality trail experience possible to all park visitors.

DUTIES:

1. Complete an assigned inspect route of 2-12 miles in length between the 1st and 18th day of the months May through September. 5 total inspections.
2. Evaluate trail conditions related to hazards, vegetation, signs and trail structures.
3. Complete tasks limited to tightening bolts on trail signs and removing small trees or branches from the trail.
4. Record trail conditions on a trail inspection map.
5. Contact Trails staff regarding hazards upon completion of an inspection.
6. Submit completed trail inspection form within 5 days of doing the inspection.
7. Submit a monthly timesheet indicating your volunteer hours.

TOOLS PROVIDED:

1. Nut Driver to tighten sign bolts.
2. Maps & Report Forms.

REQUIREMENTS:

1. Physical ability to hike 2-12 miles of mountainous trails.
2. Ability to read a map.
3. Physical ability to perform limited maintenance tasks.
4. Ability to work alone in somewhat remote locations with little supervision.
5. Attend New Volunteer Orientation and Trail Inspector training.
6. Provide own hiking equipment and transportation.
8. Volunteers must abide by the rules and regulations of the park and established volunteer policies and procedures outlined in the Volunteer Orientation Manual.
9. Ability to communicate by email is highly preferred for Trail Inspectors.

TIME COMMITMENT:

- Perform 5 trail inspections, one inspection each month May through September.
- Each inspection requires less than an 8 hour per month commitment.

BENEFITS:

1. Learn about Trail Management practices.
2. Expand your Open Space trail expertise.
3. Invitation to the annual volunteer recognition.

TRAINING:

1. Trail Inspector Program training, morning classroom and afternoon field session. [Basic knowledge of erosion control measures and identification of safety hazards]
2. Open Space Volunteer Orientation.

NOTE: Training and Orientation will be conducted as needed.