



Statement of Volunteer Duties

To be completed by NPWS and signed off by volunteer (individual or group leader)

Project name Campground Hosts
Project aim 1. Educate public about NSW National Parks and encourage visitation.
 2. Support National Parks Staff in providing excellent customer service to our guests.
 3. Successful state wide implementation of an annual Campground Host program during the Easter and Summer holidays in participating NSW National Parks.
 4. Build a regular network of campground hosts.
Location - Participating campgrounds statewide
Volunteer job title Campground Host Volunteer

Volunteer project supervisor

Name: Alex Connor Phone: 9585 6945

Volunteer time requirement

Hours per week / month: 30.00 Day(s) of week: 7 days, Mon-Sun Start / finish times: 7:00 AM - 7:00 PM

Volunteer duties

1. Provide a friendly welcome to campers and visitors.
2. Assist with site bookings, check campers in & out, direct them to fee payment areas and available campsites.
3. Promote Discovery walks and activities; provide information on other local attractions; and keep Campground Host information board (A-frame) up to date.
4. Remind visitors of campfire safety and Total Fire Ban Day ad Park Fire Ban Day regulations.
5. Notify rangers of potential hazards, site conditions, offences or other issues, as directed.
6. Assist with gathering information for park use, such as flora and fauna sightings, as needed or requested.
7. To adhere to guidelines set out in the Campground Host Manual (most recent version).
 NB - Campground hosts will volunteer approximately four (4) hours per day while on the program, these hours can vary between 7am - 7pm negotiated between the supervisor and the volunteer.

Health and safety requirements

- * Report all hazards to the Volunteer Supervisor
- * Report all injuries or accidents to the Volunteer Supervisor
- * Attend required training in safe working practices and procedures
- * Use and care for any equipment provided for health and safety purposes
- * Take reasonable care to protect the health and safety of yourself and others while volunteering
- * Other

Training requirements

Attend mandatory Campground Host training given by NPWS.

Dress requirements

Wear Campground Host vest and any necessary PPE while on duty.

Equipment requirements

NPWS will provide: Campground Host manual, Welcome Pack, information board (a-frame), vest and hat and communication equipment. Also if required can provide: camping equipment.

Other conditions: (eg. agreed reimbursement of costs)

NPWS can reimburse: travel to and from nominated Park (i.e. fuel voucher).
 NPWS Will cover: Campsite and Park entry fee fee for training sessions and nominated Park where volunteer will participate.

Note: Volunteers do not engage in law enforcement activities.

Statement of understanding. I understand and will abide by the statement of Volunteer Duties, outlined above.

Volunteer's name _____

Date: ____/____/____

Volunteer's signature _____