

**** OSCAR SCHERER STATE PARK ** VOLUNTEER TIME RECORD ****

Volunteer Name:						** NOTES:
Date	ADMIN.	MAINT.	PROTECT.	RES. MGMT	VIS. SVCS.	If you would like to note your volunteering tasks, please do so only in this column.
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COLUMN TOTALS						** Thank you for volunteering at OSSP! **

MONTH & YEAR:	Monthly Total Hours:	Please submit no later than the 2nd day of the following month.
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Term	Definition
ADMINISTRATION	The term ADMINISTRATION refers to clerical work, filing, answering the telephone, certain types of research, tracking volunteer hours, orientation and training, data entry, purchasing, grant writing or tracking, etc.
MAINTENANCE	The term MAINTENANCE refers to upkeep, repairs and improvements to facilities, equipment and grounds, carpentry, trail maintenance, plumbing, masonry, painting, preventative maintenance, mowing, trash pick-up, restroom upkeep, vehicle and equipment maintenance, small engine work, electrical work, construction projects, etc.
PROTECTION	The term PROTECTION refers to visitor safety, employee safety, emergency preparedness, emergency response, law enforcement, rule enforcement, voluntary compliance, facility and environmental protection, First Aid, CPR, state/vehicle watercraft operation, etc.
RESOURCE MANAGEMENT	The term RESOURCE MANAGEMENT includes both natural and and cultural resources and refers to exotic species identification and control, plant and animal identification, ecological or cultural restoration, prescribed fire, lake watch, species monitoring, seed collecting, historical collections management, research, etc.
VISITOR SERVICES	The term VISITOR SERVICE refers to providing information and access, customer service, interpretation, docent, historical and re-enactment, assisting visitors in the ranger station or visitor center, tram rides, concessions, special events, boat tours, educational programs, guided walks, public speaking, volunteer management, visitor program evaluations, etc.

VOLUNTEER TYPE: (Please check one)	<input type="checkbox"/> CSO Volunteer (must have contributed at least 50 hrs. at OSSP or be a registered member)
	<input type="checkbox"/> Individual Volunteer (Non-Resident Volunteer, Intern, one-time volunteer)
	<input type="checkbox"/> Resident Volunteer (anyone residing on park property: Camp Host, Maint. Asst., etc.)
	<input type="checkbox"/> Community Service Volunteer (completing court-ordered service hours only)