

# VOLUNTEER

## POSITION DESCRIPTION OVERVIEW



**JOB TITLES:** Interpretive Center Volunteer, Tidepool Docent, Lighthouse Docent

### POSITION OVERVIEW:

Provides visitor services and interpretation to park visitors. Performs light administrative and house keeping tasks at the Yaquina Head Outstanding Natural Area Interpretive Center, assists visitors in the historic lighthouse and in the tidepool area.

### DUTIES:

Volunteers perform the following services:

- Visitor Center: Explain interpretive opportunities to visitors entering the Interpretive Center; rove exhibit gallery to assist visitors in obtaining a deeper understanding of park cultural and natural resources; provide orientations to school groups entering the Interpretive Center; assist with Jr. Ranger programs for children at the Interpretive Center desk; maintain brochure inventory; assist with administrative tasks including visitor use statistics, library organization, copying and filing, tidying/cleaning common work areas, and making buttons for public distribution; welcome all visitors entering the interpretive center; maintain and clean visitor center exhibits and children's area
- Tide Pools: Greets and provides safety orientation for park visitors entering the intertidal area at Cobble Beach; provide interpretive opportunities for visitors at Cobble Beach by engaging them in conversations and by using questioning strategies that lead to discovery; provide informal interpretation at Cobble Beach and other areas throughout Yaquina Head Outstanding Natural Area; assist with resource protection by informing visitors of sea bird nesting sites, marine mammal areas or other off-limit areas and by encouraging and demonstrating proper tidepool etiquette; docents also place and remove wildlife protection signs as tides rise and fall
- Historic Lighthouse: Dressed in historic (replica) costume of 1885, greet and provide orientation for park visitors entering the Yaquina Head Lighthouse; may lead thematic, interpretive tours of the Lighthouse; provide informal interpretation at the Lighthouse and other areas throughout Yaquina Head Outstanding Natural Area; help prepare the Lighthouse for the next day's visitors by assisting with cleaning, button making, and other similar tasks.
- Assist with special events.
- Explain park regulations to visitors and the importance of such to preserving park resources.
- operate park radios and phones.

### QUALIFICATIONS:

**Teamwork:** All volunteers must show a willingness to work and get along with a wide variety of co-workers and visitors.

**Professional Image:** In the eyes of the visitors, the volunteer is the BLM. Thus, volunteers are expected to present a professional image of the BLM in their dress, grooming, and demeanor.

**Customer Service:** A genuine desire to insure that each visitor has an enjoyable experience at Yaquina Head Outstanding Natural Area is essential.

**Youth and Family Centered:** Volunteers should enjoy working with children and families that visit Yaquina Head.

**Physical Ability:** Ability to stand for long periods of time is desirable, but not required.

**DUTY SCHEDULE:**

Volunteers are requested to complete a two to four hour shift at least twice a month. Shifts can be adjusted to fit individual schedules. Hours available are from 9:45 a.m. to 4:15 p.m. during the off season (October to Memorial Day) and from 8:45 a.m. to 5:15 p.m. during the summer season.

On occasion, volunteers may be requested to work at special evening events.

Volunteers may work weekends and holidays.

**COMPENSATION:**

Although there is no monetary compensation, volunteers enjoy the beautiful setting, working with professional staff, a modern, well-designed Interpretive Center that receives many positive comments, friendly visitors to share information with, and free entrance to Yaquina Head Outstanding Natural Area.

**SUPERVISION:**

Volunteers are supervised by the on-site Volunteer Program Coordinator, who will arrange schedules, training and performance reviews.

**PARK AREA INFORMATION:**

Yaquina Head Outstanding Natural Area (YHONA) is a 100-acre day-use park managed by the Bureau of Land Management. The park is located on a prominent headland just three miles north of Newport, on Oregon's scenic central coast. Nestled comfortably between the Pacific Ocean and the Coastal Range, the city of Newport offers many amenities including a modern recreation center, performing arts center, visual arts center, and public library all within the relaxed atmosphere of a small coastal town.

Like much of the Pacific Northwest coast, winters at Yaquina Head are generally cool, wet, and windy. Storm-watching attracts many visitors to the Oregon Coast during the winter. However, the park rarely experiences freezing temperatures. Summers are generally dry with daily periods of fog, sun, and afternoon winds.

Throughout the year visitors come to view harbor seals and tidepool life at Cobble Beach and Quarry Cove. Over 20,000 seabirds nest during the spring and summer on the headland's cliffs and near-shore rocks. California Gray Whales can be observed migrating during spring and early winter, but whales are often sighted at other times of the year too. The Yaquina Head Lighthouse, at the tip of the headland, has been functioning as a navigational aid since 1873. The site is open year-round and has approximately 350,000 visitors each year.

**THE INTERPRETIVE PROGRAM MISSION:**

The Bureau of Land Management at Yaquina Head Outstanding Natural Area seeks to utilize the area's unique natural and historic resources to provide a broad spectrum of interpretive opportunities that inform, inspire, and involve a diverse public in the stewardship of coastal resources.

For further information or an application please contact the Volunteer Program Coordinator:

Katherine Fuller

Yaquina Head Outstanding Natural Area

P.O. Box 936

Newport, OR 97365

541.574.3143; kafuller@blm.gov

**VOLUNTEER APPLICATION**

**Bureau of Land Management - Yaquina Head Outstanding Natural Area**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (or message phone): \_\_\_\_\_  
Area Code Phone Number

Email address: \_\_\_\_\_

Would you like to be on our volunteer email list? Yes or No (please circle one)

Area of interest: (please check at least one)

- Lighthouse Docent
- Tidepool Docent
- Interpretive Center Volunteer



Are you currently employed? Yes or No (Please circle one)

If so, occupation: \_\_\_\_\_

**Employment and Volunteer Experience**

Employer Name: \_\_\_\_\_

Employer Address: \_\_\_\_\_  
\_\_\_\_\_

Supervisor's Name and Phone Number: \_\_\_\_\_, \_\_\_\_\_

Dates of Employment From \_\_\_\_\_ to \_\_\_\_\_

Duties:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number: \_\_\_\_\_, \_\_\_\_\_  
Dates of Employment From \_\_\_\_\_ to \_\_\_\_\_  
Duties:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number: \_\_\_\_\_, \_\_\_\_\_  
Dates of Employment From \_\_\_\_\_ to \_\_\_\_\_  
Duties:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please attach additional sheets as needed for the following questions.**

Do you have any health condition(s) that we should we should be aware of?  
**Yes or No (Please circle one)**

If yes, please explain:

\_\_\_\_\_

1. What are your reasons for wanting to volunteer? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. List your hobbies, interests, and skills that you feel will help you while you are a volunteer here?

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3. What skills, abilities, and/or knowledge do you hope to develop while you are a volunteer here?

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4. How did you hear about our volunteer program? \_\_\_\_\_

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Have you had training in First Aid/CPR Yes or No (please circle one)

**List training, dates, and certificates that are currently valid:** \_\_\_\_\_

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**Your Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Return To:** Katherine Fuller, Volunteer Coordinator  
BLM/Yaquina Head ONA  
P.O. Box 936  
Newport, OR. 97365  
(541) 574-3143

