



Yuba County, California

Role Description & Responsibilities for: Camp Host (Park Volunteer)

A. ROLE

1. The primary role of the Camp Host is to provide a fun and safe environment for visitors through welcoming visitors, providing information and assistance, giving reminders of rules, and monitoring reservations. The secondary responsibility of the Camp Host is to assist with the CARETAKERS' responsibilities such as light maintenance, care, and monitoring of the park.
2. Be courteous and helpful to all visitors and County staff.
3. Alert the County Staff if Camp Host cannot perform services or observes an unsafe or hazardous condition.
4. Be reasonably self-sufficient in performing duties.
5. Perform role and reside at Hammon Grove and/or Sycamore Ranch, in designated location, with tasks as assigned.
6. Perform 20 – 30 hours per week towards the duties of this role.

B. GENERAL DUTIES

1. Welcome visitors and answers questions about the park & campground, its rules and policies, or the local area. Always being friendly and helpful.
2. Remind visitors of park and campground rules and policies.
3. Perform compliance checks: Ensure that the proper campsites are or aren't occupied according to reservation system. Log any discrepancies.
4. Ensure that check-outs are done on time.
5. Assist campers in locating their site, the facilities, amenities, or local resources and attractions.
6. Maintain watchful care for the park property, buildings, and equipment, and contact the appropriate police, fire protection agency, and County authorities when the need arises.
7. Post park reservation schedules.
8. Light cleaning tasks, such as: empty trash receptacles, clean picnic table, and clear BBQ and fire-pits as necessary.
9. Restock restroom supplies.
10. Maintain presentable personal appearance during open park hours and when in contact with the public. Camp Host will wear a shirt, pants (or shorts), footwear, and nametag (to be worn during open park hours).
11. Camp Host may be asked to assist Caretaker(s) in those related responsibilities, such as: general maintenance, repair, cleaning, and opening and closing the park.

C. REQUIREMENTS

1. Camp Host must be 21 years of age or older; will reside on the premises. Only the individuals hired to perform the role are allowed to stay on premises. Pets negotiable.
2. Camp Host to provide a self-contained recreational with current insurance and registration.
3. Camp Host shall provide their own transportation at no expense to the County. A golf cart may be supplied by the COUNTY for some functions.
4. Communicate effectively with park visitors and staff
5. Basic computer skills

D. PHYSICAL REQUIREMENTS

1. Ability to walk on hilly terrain without mechanical assistance; Lift 30 pounds to waist height; Have good flexibility allowing you to bend over, stand up, crouch, and twist at the waist; ability to work outdoors in sometimes cold or hot weather.

A more detailed description of roles, expectation, and requirements can be found in the Camp Host Agreement.