

JACK LONDON PARK VOLUNTEER ASSIGNMENTS

Days/hours and descriptions

2/23/20

- **Administrative/office work:** Intermittent

Assisting with mailings, data entry, general office projects

- **Bookshop/Visitor Center Docent:** 7 days – 2 shifts 9:30-1:30 and 1:15-5:15

Staff the Bookstore/visitor Center in the museum; sell merchandise, provide information, provide interpretation, light housekeeping

- **Community Outreach:** 1st and 3rd weekends March-October

Conduct visitor satisfaction surveys, staff event booth

- **Cottage Docent:** 7 days– 2 shifts 11:30-4:00 and 12-4:30

Staff the cottage; Open, close, sell merchandise and process entry fees, provide interpretation, light housekeeping

- **Cottage Garden worker:** First Friday of the month – 9-11 am.

Assist the landscape contractor in maintaining the cottage garden.

- **Curatorial Assistant:** 1st and 3rd Wednesdays – 2 hours in AM.

Assist the State Park Curator cleaning artifacts and exhibit areas in the museum and cottage

- **Golf Cart Driver/Docent:** November-April, Saturday and Sunday 11:45-4:15. March-November, Friday, Saturday, Sunday 11:45-4:15 + Holidays and intermittent for accessibility and special events.

Drive an electric cart to provide access for visitors who need assistance to various sites in the park, interpret the history

- **Green Team Recycling Program worker–** Alternate Thursdays 1 to 2 hours

Gather and sort redeemable recyclable materials working with autistic adult volunteers.

- **Hike Leader:** Intermittent, mostly weekends

Lead hikes for visitors on the back-country trails

- **Hike Sweep:** Intermittent, mostly weekends

Assist the hike leader on back country hikes

- **Kiosk Attendant:** 7 days. 2 shifts – 8:45-12:45 and 12:45-4:45.

Staff the entrance station, collect entry fees, provide information

- **Museum Docent:** Saturday, Sunday and holidays – 11:30-3:30

Interpret the history and exhibits and provide general park information in the museum

- **Park and Trail Maintenance Worker:** Tuesdays – 9-1– General

Wednesdays – 9-1 – Orchard Restoration Team

Work with the director of operations on a variety of park projects

- **Piano Player:** Saturday, Sunday and holidays – 11-1 and 1-3pm

Play Charmian London's 1901 Steinway grand piano to provide a living history experience for visitors

- **Tour Docent:** Weekend and Holidays free tours of the Wolf House and the Beauty Ranch, 11am and 1 pm. Private group tours, weekdays – various days and times. School groups, peak season Sept., Oct., Mar., Apr., May.

Conduct tours interpreting the natural and cultural history of the park.

- **Special Events Assistance** (set-up/breakdown/serving etc.): Intermittent

Assist with a variety of special events; Greeting, setting up, serving, breaking down, etc.

- **Trail Patrol:** Self-scheduling during park hours.

Hike or ride your horse on the back-country trails assisting visitors, answering questions, advising of park rules and reporting issues that need attention such as trees across trails, to the director of operations.

- **Wolf House Ruins Docent:** April-Nov. – Saturday, Sunday and holidays – 12-4

Interpret the Wolf house at the Wolf House