

The City of Warrenton is again seeking applicants for a volunteer park host who lives on site at Carruthers Park, 1560 NW Warrenton Dr. for a period of six months. Water, sewer, garbage and electric provided. Applicants must provide their telephone service and an RV or trailer. Applications and expectations are available at 45 SW 2nd St., PO Box 250, Warrenton or ci.warrenton.or.us/parksandtrails. Background check required, all pets must have proof of immunizations and all vehicles must be legally licensed and insured. Contact Nancy Claterbos at 503-861-0912 or print a form off the City of Warrenton website at ci.warrenton.or.us. Applications must be submitted on or before April 15 to be considered for an April 30, 2016 start date.



City of Warrenton Volunteer Park Host Application Form

Thanks for your interest in volunteering for the City of Warrenton! Please complete this entire application.

Application Date:

Personal Information:

Full Name:

Street Address: City: State: Zip:

Address City State Zip

Telephone: (Day) (Eve)

(Fax) (Email)

Driver's License #: Current Insurance: Attach copy

Driver's License Expiration Date Birthdate

Social Security Number

Additional persons residing with you must complete a separate application. Will any other person reside in the trailer at the Park?

Yes No If yes, place full name here

You may withhold birthdate and social security number until you have been notified that your application is being considered, but these items are required to complete a background and criminal history check.

RV License Plate #: Current Insurance:

Previous/Current Occupation: Retired? Yes No

Will you have a pet with you? Yes No (Current rabies and distemper vaccination certification required, bring a copy with you)

Do you have current CPR certification? Yes No Expiration Date:

Type, size, length of recreation vehicle: Extra Vehicle? Yes No

Amperage required 20amps 30amps 50amps Tip out Yes No

References:

First Reference-

Name:

Address:

Home Phone:

Work Phone:

Alt Phone:

Email:

Second Reference-

Name:

Address:

Home Phone:

Work Phone:

Alt Phone:

Email:

Third Reference-

Name:

Address:

Home Phone:

Work Phone:

Alt Phone:

Email:

Tell us your...

- Experience, Skills, Special Interests and Hobbies:

- Civic involvements elected or appointed offices...

- Volunteer Interests:

- How did you hear about volunteering at the City of Warrenton?

- Why do you want to volunteer for the City of Warrenton?

- What other skills do you offer beyond the scope of work for park host?

- Do you have any medical/physical conditions we should consider when assigning tasks?

	Mon.	Tue.	Wed.	Thurs.	Fri.	Sat.	Sun.
Hours Each Day							

consider

- Have you been convicted of a felony? Yes No If yes, please explain (include dates).

Availability: - (Estimated volunteer time needed: minimum of 2 hours per day 5 days a week on schedule suggested by City of Warrenton Public Works) -

Time Availability:

Emergency Information:

In an emergency, call...

First Contact:

Name:

Relationship:

Home Phone:

Work Phone:

Second Contact:

Name:

Relationship:

Home Phone:

Work Phone:

- Any allergies/physical limitations relevant to this position:

Disclaimer and Signature

IMPORTANT: If I am selected as Park Host, I understand that I must pass a drug screen urinalysis before I begin and periodically thereafter.

If selected as the Park Host, I understand the City of Warrenton will conduct a driving and criminal history background check, and contact my references.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to acceptance as a Park Host, I understand that false or misleading information in my application or interview may result in my release from this volunteer position.

Signature: _____ Date: _____

"Making a difference through excellence of service"



CITY OF WARRENTON

CITY OF WARRENTON

Volunteer Park Host Statement

I , am applying to serve as a Park Host for the City of

(Name- Please Print)

Warrenton, As such, I take full responsibility for damages to my recreational and personal vehicle, and to my personal property sustained in the performance of my volunteer activities.

<input type="text"/>	<input type="text"/>
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Volunteer's Signature

Date

<input type="text"/>	<input type="text"/>
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Department or Program Manager's Signature

Date

The City of Warrenton is seeking Volunteer Park Host(s) for Eben H. Carruthers Memorial Park located at 1560 NW Warrenton Drive. The restroom are open from 8 a.m. to 10 p.m. daily.

Volunteer Park Host(s) will reside on the premises in their own recreational vehicle at a site provided by the City of Warrenton. The City will provide essential services to the site, such as water, sanitary sewer, electricity, garbage and recycling services at no charge.

The Volunteer Park Host(s) will be expected to maintain a tidy site.

All persons considered for Volunteer Park Host(s) will be required to provide information for a background check and will be subject to drug testing subject to City policies. Volunteer Park Hosts are subject to all City Ordinances and Resolutions pertaining to Parks and City facilities .

Volunteer Park Host(s) will provide the City of Warrenton Public Works Department with a working telephone number for themselves at all times.

Volunteer Park Host(s) will provide the City of Warrenton Public Works Department with at least two weeks notice if they will not be on site for 48 hours or longer or any weekends.

All prospective Volunteer Park Host applicants must complete a Park Host Application Form to be considered for this position.

City will provide Workman's Compensation for the Volunteer Park Host(s).

City will do a complete background check on all Volunteer Parks Host(s).

City will subject Volunteer Park Hosts to drug testing in accordance with City policies.

The City of Warrenton requests Volunteer Park Hosts to greet visitors and make them feel welcome. This may include answering questions, receiving comments and making themselves readily accessible to the public.

The City of Warrenton requests Volunteer Park Host(s) to inform the City of Warrenton Public Works Department at 503-861-0912 of any unusual or hazardous circumstances occurring on or about the premises.

The City of Warrenton encourages applicants for these positions which will be a maximum of 6 months in duration to include a proposal of possible

volunteer activities at the site.

The City does expect the Volunteer Park Host(s), at a minimum conduct the following:

- 1) Open and close park restrooms at 8:00 a.m. and 10:00 pm. respectively.
- 2) Advise Public Works Department of full trash receptacles.
- 3) Walk the park, at least daily, and advise Public Works Department of any maintenance problems. Replenish toilet paper in restrooms on weekends.
- 4) Advise the City of Warrenton Police Department of accidents, dangerous or illegal activities.
- 4) Advise Public Works Department of routine maintenance and repairs to the restroom facilities, park structures, grounds and equipment that may be needed.
- 6) City will provide Park Host with necessary personal protective equipment (PPE), if required to conduct any other volunteer activities.
- 7) City will provide Park Host with doggy waste bag supplies to restock Doggy Waste Stations.

Selection of Volunteer Park Hosts

Selection of Volunteer Park Hosts will be made by the City Manager, Public Works Director and a member of the Parks Advisory Board based on the Volunteer Park Host applications, background check and volunteer activities proposal.