

Coyote Hills Regional Park Docent Educator Roles

Visitor Center Host:

- Welcome visitors to the center in a friendly and informative manner.
- Provide information about the park, its amenities, trails, and attractions.
- Answer visitor inquiries in person, or over the phone.
- Assist visitors with maps, brochures, and other informational materials.
- Keep the visitor center clean and organized.
- Count visitors who enter the building & share statistics and feedback with staff
- Attend training sessions to stay updated on park information and visitor services.

Roving Interpretation:

- Roam the park grounds, trails, or designated areas to engage with visitors.
- Share knowledge about the park's natural and cultural resources.
- Offer impromptu conversations to groups or individuals encountered along the way.
- Help visitors identify wildlife, plants, geological features, or historical landmarks.
- Encourage visitors to explore and appreciate the park's unique characteristics.
- Answer questions and facilitate discussions on various topics related to the park.
- Alert staff of any emergency situations or incidents that may arise while on duty.

Pop-up Interpretation:

- Set up temporary tables or displays in high-traffic areas within the park.
- Share activities and conversations on specific themes or topics.
- Attract visitors to the pop-up location through signage, announcements, or other promotional efforts.
- Offer hands-on experiences, demonstrations, or games to educate and entertain visitors.
- Tailor conversations to the interests and needs of the audience.
- Distribute informational materials or resources to visitors and answer visitor inquiries
- Collaborate with other volunteers or staff members to coordinate schedules and logistics.

(Garin) Regional Park Visitor Center Host:

- Perform duties similar to those of a regular visitor center host but within a larger regional park setting.
- Welcome visitors to Garin Barn and provide information about its various facilities, activities, and points of interest.
- Assist visitors with navigating the park's extensive trail system or recreational areas.
- Maintain a welcoming and informative atmosphere within the visitor center.
- Collaborate with park staff to ensure consistent and accurate communication of park rules, regulations, and safety guidelines.
- Assist with special programs, events, or activities hosted within the regional park.
- Count visitors who enter the building & share statistics and feedback with staff
- Alert staff of any emergency situations or incidents that may arise while on duty.

Special Event Staff:

- Assist with the setup of special events held within the park.

- Greet event attendees and provide information about the schedule, activities, and amenities.
- Provide support to vendors, performers, or exhibitors as needed.
- Assist visitors with art and craft projects or demonstrations
- Assist Park staff with performances and/or special tours
- Ensure the safety and security of all event participants and park facilities.
- Assist with cleanup efforts following the conclusion of the event.
- Potentially Help with crowd control, parking, and logistical tasks during the event.