



DEPARTMENT OF NATURAL RESOURCES

• Parks & Visitor Services • Open Lands Program • Weed Management & Forestry
1800 South County Road 31
Loveland, CO 80537
(970) 679-4570/ (970) 679-4574 FAX
www.larimer.org/naturalresources

Larimer County Department of Natural Resources Ranger Intern Expectations

Department: Larimer County Department of Natural Resources
Program: Department of Natural Resources
Work Locations: Horsetooth District, Blue Mountain District (Carter Lake) or Fossil Creek Reservoir
Regional Open Space

ROLE

The Department of Natural Resources Ranger Intern will assist staff with major projects going on in their respective programs. Interns will be exposed to all facets of natural resources operations but not necessarily serve in the capacity of a park or open lands ranger.

POSITION AVAILABLE: (dates are flexible)

Winter: January – April; **Application due December 1st**

PAY RATE

Qualifies for Americorps Education Award; \$1,250 for 450 hours

Go to: <http://www.slice.colostate.edu/slice/volunteer/amicorps.aspx>
http://slice.colostate.edu/files/slice/amicorps/My_Commitment.pdf

Unpaid by Larimer County

WORK DAYS AND HOURS, ETC...

Will work 10-40 hours a week for the length of the commitment.

Must have own transportation to the assigned work location.

ESSENTIAL FUNCTIONS:

- Assist LCDNR staff with various job duties and special projects. May help Trail Crew when needed.
- Assist with planning and organizing public outreach events
- Assist with research and /or implementation of a specific project
- Assist in the design and presentation of information to the public including maps, photos, display boards, brochures, flyers, slide and video presentations.
- Assist with updating web site information and current conditions (www.larimer.org/naturalresources).
- Assist with general administrative projects (data base entry, filing, and organizing literature references).
- Other duties as assigned

In addition, interns may be involved in any or all of the following activities. All activities below serve the public in an educational capacity. (NO ENFORCEMENT).



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Boat Launch Ramp Attendant:

- Typical duties include greeting the visitors at the boat ramps, giving minor assistance to boaters as they approach/depart from the ramp.
- Keep orderly flow of traffic in and out of the launching areas. Encourage visitors (boaters) to follow the rules, being courteous to one another, waiting their turn, answer questions they may have, etc.
- Provide minor assistance on the courtesy dock such as catching/holding lines while the boat operator is nearing or departing the dock, and during times of capacity use, assist with the “one off/one on” process when boat capacity is reached.

Boating Assistant:

- Typical duties include riding on a patrol boat with the boat patrol ranger. Function is to provide an additional set of hands while the ranger is making a contact. The intern will also provide an additional set of eyes that are often helpful in this public safety activity.
- Interns must have the strength and balance to safely ride in the patrol boat going at high speed, (40mph) for extended periods of time. Life jackets are worn at all times while on the boat. Interns are subject to being put on shore at any time, when in the judgement of the boat patrol ranger, it is necessary for the safety of the public and/or the intern.

Swim Beach:

- Typical duties include assisting the staff stationed at the swim beach parking lot at Carter Lake: Checking for available parking places, and valid parking receipts, as well as providing relief breaks for assigned personnel.

Foot Patrol:

- Typical duties include walking assigned trails and campgrounds, contacting visitors and completing log forms, and encouraging them, by example, to follow rules of “good parksmanship” (staying on trails, not littering, observing general safety practices, etc.) Interns are alert to welfare of the visitors, and able to provide minor aid if required and also pick up litter as you go.

Entrance Station:

- Typical duties include providing back up/relief at the staff at the entrance stations. Activities include: Fee collection, providing information to the public, accountability for fees collected, etc.)



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OTHER DUTIES:

- Attends staff meetings.

QUALIFICATIONS

- Good people skills
- Good computer skills (Word, Excel, PowerPoint, Publisher)
- Attention to detail (double checks work for accuracy and completion)
- Follows instructions (ask questions)
- Organized
- Self motivated (takes initiative)
- Responsible and reliable (gets the job done)
- Valid Colorado driver's license required.
- Enjoy talking on the phone and good phone etiquette
- Friendly and courteous to staff and park visitors and the ability to communicate clearly with them (both oral and written)
- Learn how to correctly operate radios to communicate with other volunteers & staff
- Complete the volunteer orientation and on-the-job training courses
- Summer interns must be able to work weekends and holidays from Memorial Day through Labor Day
- Provide own transportation to and from assigned work location
- Team player, work in a group with other staff or volunteers
- Abide by park regulations and safety guidelines
- Adhere to the LCDNR uniform policy and (if required) wear uniform provided by DNR and return upon completion of internship

PARK AND OPEN LAND'S RESPONSIBILITY

- Prepare and train interns through orientation, tour, and on-the-job training
- Provide necessary equipment and supplies
- Obtain feedback from interns
- Recognize and reward interns as valued team members

INTERN'S RESPONSIBILITY

- Be prepared for your assignment by completing volunteer orientation and training
- Provide excellent customer service to staff and park visitors
- Be flexible to work where you are most needed
- Complete time sheets and turn hours worked into the volunteer office (online forms found at www.larimer.org/naturalresources/volunteer)
- Provide own transportation or carpool and be on time

BENEFITS

- Spend time outdoors, hiking beautiful parks and open space trails
- Learn about Colorado's natural resources and local land protection efforts
- Share your knowledge and sense of stewardship with others
- Provide a worthwhile service to your community



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- Meet a lot of people with shared interests
- Receive professional training and support
- Be recognized and rewarded for your contributions
- Attend ongoing educational and fun social activities
- Receive a special use park entrance pass after 20 hours of volunteer service in a calendar year. (some restrictions apply)

RISKS: The risks involved for Field / Ranger Intern are listed below.

- Spending time outdoors in the heat. Be sure to drink lots of water to avoid heat stress or heat exhaustion.
- Sunburn. Wear protective clothing, hat and sunglasses as well as apply sunscreen.
- Risks of being on a motorized boat on the water when riding on patrol boat.
- Coming in contact with snakes. Snakes reside in our parks including the Rattlesnake.
- Stress on your body from walking or standing in one place.
- Inclement weather (lightening, rain, etc.)
- Disease, stings, or bites from insects, such as mosquitoes and spiders.

The Larimer County Department of Natural Resources Volunteer Program is not obligated to provide a placement, nor are you obligated to accept the position offered. Opportunities for volunteers are provided without regard to race, color, religion, national origin, sex or age. Larimer County is committed to equality of opportunity. I grant permission to Larimer County Department of Natural Resources to photograph, videotape, and to record my voice and sounds, and to use any or all such photographs, recordings, and reproduction for any official Larimer County Department of Natural Resources purposes.

I agree to abide by the above given guidelines. Yes No
If not, state why? _____

Volunteer Signature: _____ Date: _____

**Larimer County Open Lands Program
Open Lands Internship Application**



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Name:

Phone number:

E-mail:

School Name:

Major:

Year in school:

Advisors name & telephone number:

Credit hours approved for internship:

Required/desired length of internship, # hours/week:

Please list your internship goals in the space provided below: