

April 1, 1990

Park Directive 1194

**VOLUNTEER EMPLOYMENT POLICY**

The State Parks Division will welcome and encourage voluntary, unpaid citizen participation in management and operation of all state parks, museums, and historic sites. The Parks Administration Section is responsible for establishing guidelines for the State Parks volunteer Program. The Parks Operations Section is responsible for ensuring compliance with Program Guidelines within State Park Field Locations and the Museum Services and Historic Resources Section is responsible for ensuring compliance within State Museum Field Locations.

**PURPOSE:** The purpose of this policy directive is to support existing volunteer activities and to implement guidelines for establishment and/or enhancement of volunteer programs in the State Parks Division. The Grants and Special Projects Section of Parks Administration will maintain guidelines to govern all aspects of volunteer management to include supervision, recruitment, selection, orientation, training, utilization, and status of volunteers. This policy and programs developed for all locations will comply with the State and Local Government Volunteers Act, 1987 Ark. Code Ann., Section 21, Chapter 13.

**SCOPE:** This policy applies to all Administrative Sections of the State Parks Division to include the Park Director's office, individual parks, state museums, and historic sites. The implementation of this policy does not supersede or otherwise compromise existing agreements or programs with volunteer organizations or individual volunteers unless such agreements or programs are not in compliance with 1987 Ark. Code Ann., Section 21, Chapter 13.

**OBJECTIVES:** The objective of this policy is to encourage all Sections of the State Parks Division to implement a volunteer program or expand volunteer opportunities in order to:

1. Increase state and local community awareness and support for the overall mission of Arkansas State Parks.

2. Provide additional services and opportunities for our clients that would otherwise be unavailable.
3. Infuse our management and work force with potential skills and abilities that volunteers may possess thereby expanding learning opportunities for salaried employees.
4. Provide citizen volunteers an opportunity to participate in the overall management and operation of their state parks, museums and historical resources.

(Replaces PD 1194  
dated November 18, 1983)

Approved  
by \_\_\_\_\_  
RICHARD W. DAVIES, Director  
Arkansas State Parks

