



GEAUGA PARK DISTRICT

Position Description

VOLUNTEER BIKE PATROL

Department: Naturalist

Supervisor: Naturalist / Volunteer Coordinator

SUMMARY:

The Volunteer Bike Patrol is made up of volunteer cyclists who provide a physical presence on The Maple Highlands Trail by reporting violations, notifying park employees of safety hazards, and assisting park visitors. Bike Patrol volunteers work independently with the flexibility to patrol whenever it is most convenient for them. They are NOT authorized to enforce rules and regulations.

KEY RESPONSIBILITIES: Areas of responsibility include, but are not limited to, the following.

Bike Patrol volunteers are not rangers and are not authorized to enforce Geauga Park District's Rules & Regulations. Bike Patrol volunteers are also not permitted, even if licensed to do so, to carry a concealed weapon while volunteering. Remember, your safety is the priority. Never confront the rule-breaking public. Do not attempt to do something beyond your capabilities or authority. Instead, report it for the staff to address!

General

- Must have personal bicycle
 - Patrol shifts should take place between April and October along The Maple Highlands Trail
 - Patrols should occur at least twice per month and each last at least two hours
- Must, at all times when patrolling, be clearly marked as an official Geauga Park District volunteer, wearing an issued name tag, shirt or jacket
- Suggested additional equipment to carry when patrolling includes:
 - Bike repair kit/tools (to assist bikers broken down on the trail)
 - First aid kit
 - Plastic bags for litter collection

Reporting to the Volunteer Coordinator

- Hours patrolled must be reported to the volunteer coordinator by the 5th of the following month (i.e. July hours must be submitted by August 5).
- All major maintenance issues must be reported to the volunteer coordinator as soon as possible. Examples include:
 - Downed trees
 - Hazardous issues
 - Graffiti or vandalism
 - Damaged property

Reporting to the Rangers/Police (report all instances immediately)

- Please report urgent items to law enforcement immediately. Examples include:
 - Injuries

- Animal problems
- Visitors violating Geauga Park District's Rules & Regulations
- Common-sense things warranting the attention of a ranger
- Volunteers can use their own discretion about whether to call 911 or the non-emergency county dispatch at 440-286-1234.

Encouraged Activities

- Pick up litter
- Move manageable-sized trail hazards (i.e. smaller fallen branches)

Trail Rules & Etiquette

- Pass on the left with an audible signal (bell, horn or announcement)
- Ride single file, not side by side
- Keep right and yield to all other visitors on the trail
- Slower traffic always has the right of way

QUALIFICATIONS & COMMITMENT:

Bike Patrol volunteers must have their own bicycle and be willing to patrol The Maple Highlands Trail at least twice per month from April through October, scheduling themselves independently. They must also be physically able to perform all tasks mentioned under key responsibilities, and should have some knowledge of basic bike repairs to assist any patron found broken down on the trail.

Bike Patrol volunteers should also attend any pre-season and post-season meetings with the volunteer coordinator. Each January, they will be asked whether they would like to renew their commitment.

IMPACT & OUTCOME:

The Maple Highlands Trail is 21.2 miles long, and not easily patrolled by staff. The Volunteer Bike Patrol serves as eyes and ears for the Park District to help ensure the trail is maintained and safe. Your contributions enable the Operations Department to concentrate on major maintenance items and prioritize new projects. We appreciate your time and effort patrolling The Maple Highlands Trail.