

# VOLUNTEER GUIDELINES



## *Jackson Ranger District*

The Bridger Teton National Forest is a resource we all own, and volunteering is one way to take an active part of land management by being a steward of the land we all enjoy. There are multiple benefits to volunteering, such as...

- Diversifying your job experience
- Providing community service
- Increasing your career choices
- Meeting people and forming new friendships
- Exercising while serving the land
- Expanding your mind
- Having fun



We welcome you to join us on the trail and appreciate your willingness to help out. But in order to do this we all need to be on the same page so that quality work gets done and no one gets hurt while doing so. This packet will help you to be prepared for a day of trail work and give you the information you need to succeed. Please take the time to read these materials closely before coming out to the job site.

### **What's in this guide:**

Group Requirements: Proper notice to the Jackson Ranger District of intent to volunteer, contact info, size of groups, age of volunteers, volunteer forms, what is expected and what will be provided.

Safety Guidelines: Required work clothes, trail tasks and their hazards and abatement actions, do's and don'ts of trail work.

Local Maps and Trail Guides: Get acquainted with the area and know where you are and what you are working on.

Trail building and maintenance manual: Detailed instructions on how to do the work, what we want to accomplish, and how to build sustainable trails.

**Most of all, THANK YOU FOR HELPING!!!!!! Your work will help us to provide world class trails for all users to enjoy☺**

## **GROUP REQUIRMENTS**

**Notice to us:** We want and need your help on our trails but we need enough time to put together a suitable project for your group. Below are some general guidelines of the amount of time we need to organize your group effectively.

<b><u>Group Size</u></b>	<b><u>Notice</u></b>
1 person	2 weeks
2-10	3 weeks
10 +	1 month

If you or your group wants to volunteer, please contact Linda Merigiano ([lmerigiano@fs.fed.us](mailto:lmerigiano@fs.fed.us), 307-739-5428), Tim Farris ([tfarris@fs.fed.us](mailto:tfarris@fs.fed.us), 307-739-5414), or Eric Jacobson ([ejacobson@fs.fed.us](mailto:ejacobson@fs.fed.us), 307-699-1102).

- The table above is oriented towards single day projects. If you or your group desire a multiple day project on the forest, please notify us at least one month in advance. If you desire to participate in projects for multiple days in the backcountry/wilderness, again please give us at least one month notice and refer to the “*Volunteering in the Wilderness*” section of this guide.
- Please follow the table above and understand that if enough notice is not given, we will not be able to accommodate you or your group.
- When contacting us please know the exact size of your group, ages of the volunteers, and the exact amount of time that you are willing to volunteer.
- Groups that cannot volunteer at least a half a day will not be accepted.
- We prefer the minimum age of volunteers to be 14 years old. We can provide projects for younger groups but please give us more notice before hand if this is the case.
- You will need to sign a volunteer form before doing any work for us. You can find one in the back of this packet.

### **What we expect from you:**

- Transportation to and from the job site
- Proper work clothes, food and water for the day, sunscreen
- Respect for the U.S. Forest Service and Friends of Pathways trail workers and their trail decisions. They are in charge and their directions should be followed closely.
- A commitment to the high quality of work we are looking for.
- Winning attitude to work hard, have fun, and be safe.

What we will provide:

- An assortment of tools for the jobs. (picks, shovels, loppers, wheel barrows, rock bars)
- Direct supervision from a trained USFS or FOP trail worker.
- Detailed instruction on how to construct and maintain trails.
- Safety and instructional meeting/discussion before commencing work.
- First aid materials, trained personnel, and a two way radio for contact with dispatch.
- A supportive, helpful attitude and big smiles throughout the day.

**SAFETY GUIDELINES**

Required Work Clothes:

- Long, durable work pants
- Durable work shirt- no tank tops
- Good hiking or work boots – **NO** sandals, crocs, tevas, flip flops.
- Durable, full fingered work gloves
- Eye protection- sunglasses, eye glasses or safety glasses



**If you show up to work without these items you will not work on the project !**

Trail Tasks, hazards, and how to avoid injury:

-Always inform USFS or FOP employees of any medical considerations such as allergies, physical limitations of any kind due to prior injuries, reactions, or sicknesses prior to working!!

**Hiking to the site-** Pay attention to your footing and take your time in rocky, muddy, wet or snowy conditions. Keep a spacing of at least ten feet between you and the person in front of you. Pace yourself and hydrate frequently. ALWAYS filter your water. On rocky hillsides keep an eye upward for falling rocks while taking extra care to watch your footing. Keep up with your group and make sure you know where you are going.



**Brushing, lopping, and clearing brush-** Watch closely where you are cutting. Use the right tool for the right size brush. Trying to cut large brush with small loppers will only break the tool and cause injury. Don't be afraid to ask for help. Keep alert to where you throw brush. Be aware of the locale of crewmates. Watch for springy brush. Take your time and plan your cuts. Keep your back straight when lopping all day and bend with your knees. Watch for trees or brush with thorns or bee's nests.



**Rock work and boulder removal-** Look the situation over before acting. Lift with your legs not your back. Be sure that no one is downhill of the boulder. Plan out where the rock will be placed before moving it and take your time. Communicate with your partner. Ask for help. Maintain your balance. Keep your fingers and toes clear from under the rock at all times. Take breaks when tired. Use the appropriate tool for the job. (ie. use a rock bar for prying not a shovel, or use a shovel for clearing rubble rather than your feet)



**Water bars and Check Dams-** Use the most appropriate tool for the job. Peel logs on the side away from you and do not peel towards your body. Ask for help when moving logs. Lift with your legs not your back. Be sure that crew members are a safe distance before swinging a tool. Swing in control. Choke up on handle when pounding in stakes with a Pulaski or pick.



**Digging bench and Switchbacks-** Keep a spacing of at least ten feet between crewmates. Do not dig on hills above other crewmates. Keep a straight back when digging for extended periods. Stay in control of your swing. Switch leading hand often. Remove visible, loose rocks with hands before swinging. Keep a wide stance. Loosen your grip upon impact, especially in rocky or hard soils. Wear ear protection when chipping rock for extended periods. Take breaks and hydrate when necessary.



**Chain sawing-** Volunteers will not use chain saws at work projects. The Forest Service has very strict rules for chain sawing and requires employees to go through annual training in order to do so. We appreciate that you may be an experienced with a chain saw, but please understand that we cannot allow you to chain saw on volunteer projects. This will be done by USFS and FOP employees only.



### Do's and Don'ts of Trail work

**DO!** -pay attention at all times to your crew members and your surroundings!

**DON'T!** -space out, lose your concentration, or let your guard down.

**DO!** -work smart, work hard, be inspired, have a positive attitude, encourage and support your team, have fun!

**DON'T!** -get lazy, let others pick up your slack, be negative towards yourself or your crew, bring others down, stop having a good time.

**DO!** - follow instructions, ask questions, ask for help, listen closely at safety meetings, and take pride in your work!

**DON'T!** - go off on your own, be afraid of asking a question or asking for help, disregard safety procedures, do poor quality work.

## LOCAL MAPS AND TRAIL GUIDES

- Provided in the next few pages are maps to the Snow King Recreation Area and Teton Pass Area. Be sure to look at these and know them before heading out into the field.
- Don't be afraid to ask the USFS or FOP trail workers questions about the trail system. They know how things link together and what is happening where.
- USFS trail workers will also have a Bridger Teton National Forest map if you wish to get a bigger picture of the larger trail network including the wilderness areas.

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