

Trail Ambassador Duties:

You are representatives of the National Park to visitors using the Sleeping Bear Heritage Trail, so do your best to help our visitors have a safe and enjoyable experience. You are also our eyes and ears on the trail to identify issues that we need to address.

1. Walk/Bike/Ski trail regularly. Patrol the whole trail or a portion. There is no set schedule, so patrol when it is convenient for you.
2. Wear your orange Ambassador vest. This identifies you as a Trail Ambassador and visitors will know you are someone they can ask questions.
3. Follow Trail Etiquette (below) and traffic rules (especially STOP signs on the trail). We want to lead by example.
4. Carry a park map and trail map to assist visitors with directions. That is one of the most frequently asked questions, "Where am I? How do I get to...?"
5. Be friendly, assist trail users where needed, respond to questions and engage people in conversation. You know more than most of our visitors about the area, so point out highlights and special places you like or events that are happening in the Park.
6. As you are riding the trail, be aware of your location, because you might need to tell someone where you are (like emergency services).
7. If a trail user has a mechanical issue that you can not fix, contact the Cyclery. (phone = 231-334-4420)
8. Monitor the trail for minor as well as major maintenance issues. Ambassadors are not responsible for attending to any maintenance other than minor clean up. They are only responsible for reporting the issue via an online reporting form. Once the maintenance request has been reported, it will be evaluated and taken care of by the Trail Crew.
9. Report maintenance items and your volunteer hours through our short online form after each patrol. Even if you found the trail to be in perfect condition, we want to have your report. It helps us keep track of how often we have Ambassadors on the trail.
10. To make a report, go to <http://friendsofsleepingbear.org> and click on the **VOLUNTEER** button on the right side of the page. Then select the link for **Sleeping Bear Heritage Trail**.

11. In addition to filling out the online form, if you think the maintenance problem needs immediate attention, send a text message to either **Rick Schanhals** (231.638.1589) or **Mary Peterson** (248-762-8977). Describe the issue and where it is located on the trail, what time you saw it, and if you have more information.
12. For safety or security issues, which require emergency response, dial 911 and work with the emergency dispatcher. Then call your Trail Crew or Ambassador Coordinator. If there is an incident on the trail, try to capture any issues with pictures if possible. We do want all safety incidents reported.

Trail Etiquette

1. Stay to the RIGHT, alert others when passing on their left.
2. DO NOT BLOCK the trail when stopped – move to the side.
3. Cyclists ride single file when other users are present.
4. Please wear a helmet for your safety.
5. Dispose of all trash and animal waste in trash receptacles.
6. Stay on the trail – respect plants and wildlife.
7. Respect Private Property – stay on the trail.

Contact Information

- Mary Peterson, Trail Ambassador Coordinator
 - mlpeterso46@gmail.com
 - 248-762-8977 (cell) or 231-334-3098 (home)
- Rick Schanhals, Trail Crew Coordinator = 231-638-1589
- Leonard Marszalek, Trail Manager = 231-357-2047
- Matt Mohrman, Park Volunteer Coordinator = 231-326-4729
- Park Dispatcher = 231-326-4700