

## **Adopt-A-River Coordinator**

### **Job Description**

Sleeping Bear Dunes National Lakeshore has two rivers within the boundary of the Park: Platte River and Crystal River. Adopt-A-River volunteers paddle their canoe or kayak down the river and pick up any litter they find and report any major maintenance issues (trees down across the river or severe erosion) via the Friends web site: [www.friendsofsleepingbear.org](http://www.friendsofsleepingbear.org).

The duties of the Adopt-A-River Coordinator include:

- Provide one-on-one training and materials for the volunteers. Training includes describing the duties of the Adopt-A-River volunteer, safety issues, how to interact with river users, and reporting requirements.
- Assure that all new SBHT Ambassadors sign up to be NPS volunteers. Original applications are scanned or copied and sent to the Friends Membership Director, so their contact information can be entered into the Friends Membership database. Originals of the forms are given to the Park Volunteer Coordinator.
- Review the volunteer reports and assure that Park staff is aware of the major maintenance issues.
- Report to the Friends Programs Director, who will submit the report for the information packet for the Executive Committee or Board of Directors meetings.

### **Required Experience**

Understanding maintenance equipment and procedures  
Communication skills  
E-mail

### **Required Training**

Provided by Friends of Sleeping Bear Dunes and NPS

### **Time Commitment**

2-4 hours per week in the High Season (May – September) to coordinate.

Preparation for the Annual kick-off and training meeting in May requires about 12 hours.

During Low Season (October – April) very little time would be required.