



## Park Steward Program Description

A Partnership Program between Central Whidbey Area State Parks (CWASP)  
& Friends of Whidbey State Parks (FOWSP)

### **You can make a *BIG* difference for your local State Park!**

Our local Parks need Friends like you who can assist Central Whidbey Area State Parks staff to maintain and improve our local State Parks.

Park Stewards keep the trails cleared for hiking and biking, remove invasive weeds, help park staff care for areas such as covered picnic shelters, and report downed trees across the trails. Volunteers are cleared by Washington State Parks to work independently, they sign an Individual Volunteer Service Agreement, and choose the trail(s) or park area(s) they want to adopt.

### **Benefits of Being a Park Steward:**

- You can check on your adopted trail(s) and/or park area(s) on your own schedule - especially when conditions change, such as fall months, when trails may be covered with leaves that will rot when it rains, and after windstorms when trails are littered with downed branches.
- Your work is important because the trail(s) and park areas you adopt will receive ongoing attention and you can alert park staff when you see conditions that need attention.
- You'll get outdoor exercise in a beautiful State Park while helping to care for trails and park areas.
- You can welcome visitors and be an advocate for our local State Parks.
- When you have volunteered 24 hours in a 12-month period, you can receive a complimentary Discover Pass.

### **Volunteer Tasks:**

- Brushing/Vegetation Trimming - remove plant materials that encroach on the trail
- Trail Cleaning - remove debris and small trees that fall onto the trail
- Maintain trail drainage - remove branches and debris blocking trail drainage
- Keep public areas such as picnic sites and historic batteries free of litter, weeds, and debris
- Remove invasive plant species
- Interact in a friendly, helpful manner with park visitors
- Other tasks as requested by State Park staff

### **Time Commitment:**

Park Stewards care for adopted trail(s) & park area(s) 1-2 times/month (or more often as needed).

### **Process for Friends members to become a CWASP Park Steward**

1. **Submit a Washington State Parks [Volunteer Application for Individuals](#) form to the Program Specialist at Fort Casey State Park. This form is located on our website under Volunteer > Forms.**

Teens (14-18 years of age) need parental & staff approval prior to working with a parent at the park.

**Completed form can be hand-delivered, emailed, or mailed to [Ft. Casey State Park \(NOT Olympia\)](#):**

**Deliver** forms to the Fort Casey State Park Office (call for open hours: 360-678-4519). Put completed form in an envelope, seal and write: **For Sharon Young-Hale, Parks Program Specialist.**

**Email** scanned forms to: [Sharon.Young-Hale@PARKS.WA.GOV](mailto:Sharon.Young-Hale@PARKS.WA.GOV)

**Mail** form to: Attn: Sharon Young-Hale, Ft. Casey State Park, 1280 Engle Road, Building C, Coupeville, WA 98239-9805

Sharon will send your information to State Park headquarters in Olympia. When you are cleared, she will notify you and the Friends group.

**2. Read and agree to follow:**

- **CWASP Park Steward Program Guidelines**
- **Near Miss Reporting**

**3. Sign an Individual Volunteer Service Agreement** (after you get the go-ahead from State Parks).

The **Service Agreement** acknowledges that you agree to follow all of the Program Guidelines.

Teens (14-18 years of age) must have a parent cosign the Service Agreement.

Guideline updates and new program information will be emailed to you, as needed.

**4. Be trained by a Park Staff member if you would like to use power tools** (see guidelines).

**5. Receive an official State Park Volunteer Vest and Name Tag** and a 1st Aid Kit from the Friends group.

You are now ready to adopt trails or a park area as an official Washington State Parks volunteer!

**6. Choose the trail(s) or park area(s) you want to adopt and care for:**

Volunteers work with FOWSP and Park Staff to identify the trail(s) and/or park area(s) they will adopt.

**You will need to sign in and out every time you volunteer\*** - either on a **Group** time sheet, located in a box in the park, or an **Individual** time sheet. You can decide which form you want to use.

If you use an Individual time sheet, at the end of each month that you have volunteer hours, you'll need to email a copy of your timesheet to Sharon and the Friends group.

**\* Signing in and noting your volunteer hours on a Washington State Parks time sheet is essential, so you are covered by Washington State Workers Compensation Insurance.**

**7. You are now ready to get started!**

If you would like to know more about the program, please email the Friends group [fowspk@gmail.com](mailto:fowspk@gmail.com)

*Thank you for offering to help take care of one of our  
Wonderful, Local State Parks!*