



State Parks Volunteer Handbook



TABLE OF CONTENTS

I. Introduction to Stewards

- How we got started
- Mission statement
- Why we need YOU

II. Stewards and CA State Parks

- What's the connection?
- Volunteers in Parks Program (VIPPP)
- Representing Stewards & CA State Parks: Responsibilities, volunteer conduct

III. Benefits of volunteering

- Parks passes: regional and state
- Annual volunteer celebration/awards
- Exclusive volunteer-only opportunities

IV. Requirements

- Paperwork (Stewards vs. VIPPP)
- Orientations and trainings
- Seminars - additional training
- Opportunities for one-on-one training
- Recording volunteer hours

V. Current volunteer programs and opportunities

- Armstrong Redwoods SNR/Austin Creek SRA
- Sonoma Coast SP

VI. Next steps

- Volunteer coordinators
- Setting up a Stewards account online
- Attend volunteer trainings

VII. Principles of Interpretation

VIII. Risk Management & Emergency procedures

- Armstrong Redwoods SNR/Austin Creek SRA
- Sonoma Coast SP
- Potential Hazards
- Incident Reports & Workers Comp Info

IX. Park rules and regulations

Armstrong Redwoods SNR

Austin Creek SRA

Sonoma Coast SP

Disturbance reporting procedures

I. Introduction to Stewards

Mission statement

Stewards of the Coast and Redwoods (Stewards) is a non-profit organization that partners with the Russian River Sector of California State Parks, which is in the Sonoma-Mendocino Coast District. Stewards provides programs and resources to Armstrong Redwoods State Natural Reserve (outside Guerneville), Austin Creek State Recreation Area (a park Stewards is now operating), and Sonoma Coast State Park (from Bodega Bay to Jenner, which includes the Willow Creek watershed), each located in the southern part of the sector. State Parks depends on Stewards to provide funding and to manage the Volunteers in Parks Program, educational and interpretive activities, resource management and stewardship projects, and to assist in the development of interpretive facilities and displays. Since 2012, Stewards has been operating Austin Creek SRA, which includes campground operations, assistance with restoration of natural and cultural resources and operating the entrance station at Armstrong Redwoods SNR. At this time, (October 2017), a co-management plan for both Armstrong Redwoods SNR and Austin Creek SRA is being negotiated in order to partner with State Parks to fulfill its mission in both of these parks.

Sonoma County and the Russian River valley are rich in natural and cultural history, biological diversity and distinctive geology. Stewards' mission is to promote, restore and protect the natural and cultural resources of Russian River area State Parks through education, interpretation and public stewardship. With the help of volunteers, we provide park visitors of all ages with a variety of programs and opportunities to experience and explore these exceptional parks.

How Stewards Began

Stewards of the Coast and Redwoods (formerly Stewards of Slavianka until 2003) began with a group of dedicated volunteers just like you. Stewards was launched in 1985 when grassroots environmentalists and State Parks staff began working together to protect the harbor seal haulout at the mouth of the Russian River. The Russian River District Cooperating Association, Stewards of Slavianka, was incorporated as a non-profit public benefit corporation in 1986. Stewards began with two programs, Seal Watch (founded by Dian Hardy) and Whale Watch (founded by Bea Brunn) at Sonoma Coast State Park beaches. By 1987, volunteers at Armstrong Redwoods State Natural Reserve (SNR) opened a small visitor center (founded by John and Pauline Gilbert) and began leading nature walks. In 1990, the volunteers saw their dream of a new visitor center become a reality when a trailer was purchased for this purpose. In 1992, Stewards funded a new visitor center at Salt Point State Park overlooking spectacular Gerstle Cove. In 1997, Stewards began operating the visitor center in Jenner, overlooking the Russian River estuary. In 2003, Stewards' members voted to change the name in order to increase funding and volunteer support through greater name recognition.

Vision Statement

Our vision is to be the link between people and their parks. We provide the public with opportunities for personal inspiration, satisfaction, and nurturing of spirit and intellect through environmental stewardship programs.

Why we need YOU

California Volunteers In Parks Programs (VIPP) increases public support for state parks and helps individuals better understand management decisions. Volunteers can enhance existing programs or begin new projects. They can provide service on a temporary, intermittent basis or through long-term assignments. Volunteers come from a variety of backgrounds and often bring abilities and expertise that is not otherwise available to the Parks.

In 2010, over 33,000 volunteers gave more than one million hours of their time, talents and energies to California State Parks. Volunteers provided an equivalent value of nearly \$24 million in support for state park programs and projects, based on the nationally accepted volunteer hour equivalent of \$21.36 per hour in 2010. Stewards supports over 350 volunteers who give over 10,000 hours of their time in the Russian River sector leading walks and hikes, staffing visitor centers, conducting environmental education programs and doing stewardship and citizen science projects. This equates to an economic value of over \$284,600.

II. Stewards and CA State Parks

Volunteers in Parks Program (VIPP)

Definition of a California State Parks Volunteer: A California State Parks volunteer is an individual under the direction of Department personnel who, of his or her own free will and without compensation or financial gain, contributes goods or services to assist California State Parks in the accomplishment of its mission. Volunteers are not considered employees within the legal meaning of the term and do not have the same rights as employees.

The mission of California State Parks is to provide for the health, inspiration and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

Volunteers are vital to fulfilling the mission of California State Parks. The first volunteers served over 100 years ago and worked hard to preserve our most treasured places, and teach the public about their value. Today, the Volunteers in Parks Program has grown to nearly 40,000

volunteers who donated over one million hours of time in 2013. They assist staff in countless ways, in nearly all of California's State Parks.

Volunteering in parks began with the first state park in 1864 (with protection of Yosemite Valley and the Mariposa Grove); now, many events and programs could not exist without volunteers. For more than a century, volunteers have enhanced, maintained and restored our state parks. Volunteers interpret our treasured resources, keep trails in good repair, spearhead special events, and offer a welcome face in our campgrounds and visitor centers.

Volunteering in California State Parks gives people, with fresh ideas and a lot of energy, the chance to help their favorite parks. Volunteers work together to enrich visitors' experiences. In California State Parks, volunteering benefits everyone.

What's the connection?

Stewards is a cooperating association in the Russian River sector. Cooperating associations are non-profit charitable 501 (c)(3) organizations dedicated to enhancing the educational and interpretive programs in California State Parks. Collectively, the network consists of 89 number) associations and serves most of the 280 state parks. These associations, with more than 34,000 members and donors, provide critical funding for educational and interpretive needs that are impossible for state parks to meet.

Being a VIPP versus a Stewards volunteer

Most of the volunteer programs supported by Stewards provide the benefit of receiving a district or statewide day-use pass (See III.). However, there are some instances where volunteer hours can't be counted towards day-use passes. When volunteers receive a stipend for their services or they are volunteering at an event that specifically benefits Stewards and are serving alcohol, they cannot count their hours towards passes. The following programs currently fall under this category:

- Seabird Monitoring - If a volunteer opts to receive a stipend
- Pinniped Monitoring - If a volunteer opts to receive a stipend
- Forest to the Sea Retail Store
- Camp Host in Austin Creek SRA (Bullfrog Pond Campground) - If a volunteer opts to receive a stipend.
- Special Events - When a volunteer is serving alcohol
- Office volunteering

Representing Stewards & CA State Parks: Responsibilities, Volunteer Conduct

State Park Volunteers are members of the park staff within the Russian River Sector of the Sonoma Mendocino Coast District. As a volunteer, you are expected to conduct yourself in a manner that reflects pride in yourself and in the State Park System and adheres to a standard of

conduct. In order to operate the interpretive program efficiently, all volunteer staff members must adhere to certain rules, procedures, and standards. The following information is intended to give you some guidance along these lines. Volunteers who display an unwillingness to conform to these standards will be asked to leave the program.

1. PUNCTUALITY

Plan to arrive at your committed shift location on time.

2. DEPENDABILITY

You will be asked to make a voluntary commitment of time so a reliable schedule can be followed. If an unforeseen emergency arises, notify the volunteer coordinator at once. Remember, promptness and reliability are crucial! Teamwork and cooperation keep our volunteer program alive!

3. APPEARANCE

You must be neat and clean in appearance when acting in a public function. Wear the approved volunteer attire when volunteering with the State Park System.

4. ATTITUDE

A pleasant and professional attitude is all important. All visitors are guests, and it is a primary responsibility to see that their visit is pleasant, enjoyable, and safe. Sincere concern and friendly interest should characterize staff dealings with all visitors. The public expects and deserves always to be treated in a courteous and professional manner. If a visitor comes to you with a complaint, explain to her/him what action you can or cannot take and report the matter promptly to a ranger. If a visitor asks you to identify yourself, do so.

Above all, never give false information or misleading information to the public. **If you do not know the answer, do not be afraid to say so**, but try to be well-informed and helpful. Avoid any public criticism of the State Parks Department, staff, or policies when performing volunteer duties. If there is something you disagree with, discuss it with the volunteer coordinator or the supervising ranger.

Your pleasant and professional attitude should also extend to your fellow volunteers. You must have a willingness to work as a team member with other volunteers, as well as with park staff. Special privileges or separatism should not be expected and will not be tolerated.

5. BEHAVIOR

Immoral conduct, the illegal use of drugs, reporting to work with alcohol on the breath, being drunk or drinking alcohol on duty, or commission of a crime are all expressly prohibited and will result in your being asked to leave the program.

It is your responsibility to treat your co-workers and park staff with courtesy and respect; to obey all lawful orders; to report to the park on time and ready to work; and to remain alert while on duty. It is not proper to be distracted from your duties in view of the public. You must refrain from stating personal political and religious views that are otherwise not expressly advertised by Stewards or CA State Parks.

6. AUTHORITY

It is important that all volunteers be familiar with park rules and regulations. **Never give false or misleading information to the public.** Diplomatically remind visitors of park regulations when appropriate, but leave enforcement to ranger staff. You are, of course, expected to personally comply with all park rules and regulations.

7. CONFIDENTIALITY

Certain information of which you may become aware is confidential and should not be discussed outside the organization. Confidential information includes such things as crime and incidents, rescue and accident reports, disciplinary actions, employee grievances, budget proposals, and proposed policy changes. If you are questioned on these matters, politely but firmly refer the questioner to park staff.

8. ABILITY

You are required to read this manual in order to become familiar with the basic information. It is important that all volunteers know and adhere to a certain “standardization of facts” for a consistent interpretive program. A fact stated as a fact must, in fact, be a fact!

A story, legend, or conjecture may be included in your presentation, but it must be clearly identified as such. **Admit, “I don’t know,” rather than relate misinformation!** Don’t change from interpreting facts to personal showboating. Let your visitor be your guide to the direction of your interpreting.

A satisfactory speaking voice and the ability to communicate well are basic requirements for effective interpretation. Park staff will assist you in your interpretive efforts. It is important that you possess the ability to accept constructive criticism for reasons of self-improvement.

All volunteers are encouraged to repeat training sessions as a refresher and to assist in sharing information and experiences as a volunteer (more information on trainings in Section IV).

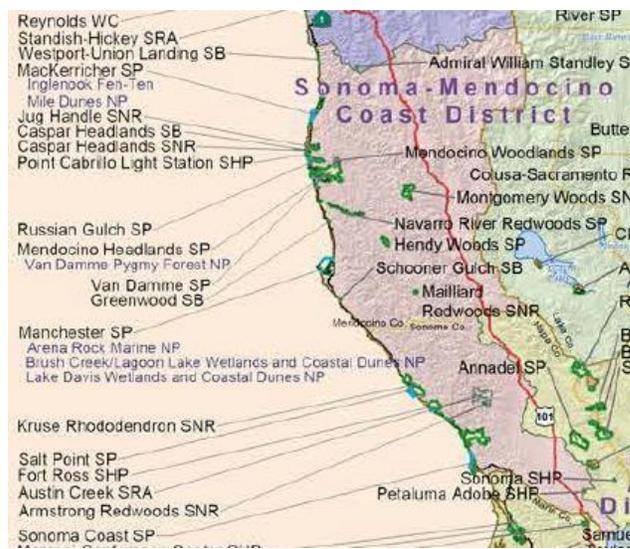
Further, to enhance interpretation in the District, we would like to encourage all volunteers to become members of Stewards of The Coast and Redwoods. Membership is not required, but it is desirable in order to share information and keep updated about current activities in the Sonoma Mendocino Coast District.

III. Benefits of Volunteering

Parks passes: regional and state

It is important that volunteers record their hours on the Stewards website (see section IV for instructions on how to record your hours) by the first day of each year volunteers who submit:

- at least 16 hours receive a free Day Use Pass for all State Parks in the Sonoma-Mendocino Coast District:
 - Westport-Union Landing SB
 - MacKerricher SP
 - Jug Handle SNR
 - Caspar Headlands SB
 - Caspar Headlands SNR
 - Point Cabrillo Light Station SHP
 - Mendocino Woodlands SP
 - Russian Gulch SP
 - Mendocino Headlands SP
 - Montgomery Woods SNR
 - Van Damme SP
 - Greenwood SB
 - Navarro River Redwoods SP
 - Hendy Woods SP
 - Manchester SP
 - Schooner Gulch SB
 - Mailliard Redwoods SNR
 - Kruse Rhododendron SNR
 - Salt Point SP
 - Fort Ross SHP
 - Austin Creek SRA
 - Armstrong Redwoods SNR
 - Sonoma Coast SP
- at least 200 hours receive a free Day Use Pass for all California State Parks.



Annual volunteer celebration/awards

Stewards honors the service of our volunteers during our annual Volunteer Celebration, which usually happens the first Friday of December. At this event, we serve drinks and appetizers, organize a silent auction, and play a slideshow with photos of volunteers serving in programs throughout the year. Most importantly, we hand out awards to those who have gone above and beyond as a volunteer.

- Volunteer recognition awards - for newer volunteers who have contributed significantly to their programs.

- Poppy awards - recognition from State Parks (criteria includes number of hours and length of service)
- Medallion awards - the highest recognition from State Parks (criteria includes number of hours and length of service and going above and beyond the call of duty)

Exclusive volunteer-only opportunities

Throughout the year, programs staff may arrange special opportunities only to volunteers. Keep an eye out for tours at the Bodega Marine Lab, Outer Bodega Bay boat trips, a trip to the Marine Mammal Center, and more!

IV. Requirements

Paperwork (Stewards vs. VIPP)

Proper paperwork is required by all volunteers. VIPP and Stewards volunteer forms are available on our website or at our office in Armstrong Redwoods SNR. Please complete and return via mail, fax, email, or in person. This paperwork ensures that State Parks and Stewards has all the proper information in case you are injured while volunteering. Injuries that occur during a volunteer shift are eligible for coverage by worker's compensation (read more on worker's compensation and incident reports in [section VIII](#)). We also keep emergency contact information on file.

Programs requiring completed Stewards paperwork: Special Events, Office Volunteers, Forest to the Sea Nature Store, Stipend - Pinniped Monitoring and Seabird Monitoring

Programs requiring completed VIPP paperwork: all other programs

Orientations and trainings

In order to prepare volunteers to represent Stewards and California State Parks well, we require volunteers to attend scheduled trainings. New volunteers may begin to volunteer before going to our scheduled volunteer trainings as long as the required paperwork has been completed and the volunteer is mentored by a more experienced volunteer. We highly encourage experienced volunteers to attend a training every few years as a refresher, and to receive program updates. If you are unable to make the scheduled dates, we ask that you plan to attend the next required training at your earliest convenience. Attendance at the following FREE volunteer trainings is mandatory. Please visit our website for dates and to register online.

1. General Volunteers in Parks Program Orientation
2. General Sonoma Coast Orientation
3. Relevant program-specific trainings

Opportunities for one-on-one training

If you cannot make the scheduled training date but want to get started, staff may arrange a one-on-one training with an experienced volunteer or volunteer coordinator until you feel confident enough to successfully complete the duties on your own. The designated mentor will go over all the responsibilities involved with the program, and you should shadow them during their shift(s). You may shadow as much, or as little as you like, depending on what is arranged between the new and longtime volunteers.

Seminars - additional training

Educational seminars are offered throughout the year and can provide volunteers with additional information pertaining to the program(s) they are interested in. Members of Stewards receive one FREE seminar and a 20% discount on all other seminars. Fee waivers are available for volunteers who are unable to pay. Visit our website to view and register for our offered seminars.

Recording volunteer hours

Be sure to record your hours [online](#) or via mail before the December 31st of the year for you to be eligible for one of the CA State Park volunteer passes.

V. Current volunteer programs and opportunities

ARMSTRONG REDWOODS STATE NATURAL RESERVE & AUSTIN CREEK STATE RECREATION AREA:

Armstrong Redwoods Docents – *Weekdays during the school year*

Roving Guides: Walk the trails in Armstrong Grove to interpret the redwood ecology, cultural history, and provide visitor information.

School Groups: Lead a 1-2 hour (with some exceptions) walk in the grove for K-12 students and interpret redwood ecology.

Armstrong Trail Crew – *2nd Wed of the Month*

Give our operations staff a hand with projects such as fencing, storm damage, repairing facilities, and maintaining trails.

Armstrong Visitor Center – *Every day from 11:00 AM-4:00 PM (off season) 10:00 AM-4:00 PM (peak season)*

Interpret the redwood ecology, cultural history, provide visitor information and conduct nature store sales.

Camp Host at Bullfrog Campground (stipend only) – *Weekends*

Stay overnight at the campground and help campers. Stipends available for weekend shifts.

Friends of Armstrong (FAR) – Quarterly meetings

Propose ideas, discuss Stewards' news, and get informed about what's happening at the park (dependent on adequate participation).

Foot Patrol/Public Assistance – Weekends, some weekdays

Available at Armstrong Redwoods, Austin Creek, and Sonoma Coast: Hike the trails keeping a lookout for lost hikers to provide basic assistance (water, maps, radio, natural and cultural information, etc.).

Forest to the Sea Multi-visit programs – Weekdays, conducted at Armstrong/Austin Creek or Sonoma Coast.

Students participate in 3 or more field trips: Armstrong Redwoods, Watershed, Tidepool, Marine Education/Mobile Marine Van, Environmental Living, and Service Projects.

Pond Farm Pottery – Meetings 2nd Thursday of the month

Discover the fascinating history of world-renowned potter Marguerite Wildenhain to help develop monthly docent-led tours of the site, help with exhibits and fundraising efforts.

Special Events – Usually weekends

Help with site setup, cleanup, serving beer/wine, cooking, shuttle transportation, making materials, guiding trails, and more.

- Earth Day Family Day Art in the Park/Gourmet Walk
- Old Grove Festival Other Events/Festivals

Lizzie Armstrong Jones Welcome Center – Weekends (Friday through Sunday)

Staff our welcome center in the Armstrong Redwoods Visitor Center parking lot to provide visitor information and information about the flora and fauna in the park.

Stewards Office - Weekdays

Come in to our Volunteer Office and help with administrative tasks as assigned by staff.

Forest to the Sea Nature Store - Open 7 days a week

Staff our retail store in downtown Guerneville. Provide park visitor information and sell locally crafted artisan goods, clothing, nature gifts, educational books, toys, and seasonal items.

SONOMA COAST STATE PARK:

Early Childhood Program – Weekdays

This Program takes place on Wednesdays during the school year. Teach redwood, water, and marine ecology to students ages 5 and under.

Jenner Visitor Center (JVC) – Daily from 11:00 AM-4:00 PM

Provide visitor information, perform retail sales, promote Stewards' memberships/volunteer programs, and recommend hiking trails, wildlife viewing opportunities, and other coastal attractions.

Marine Education Program – On select weekdays

Teach students a variety of topics at locations on the coast, including:

- Cultural History: Early settlers (Pomo, redwood loggers, ranchers, & Russians)
- Marine Protected Areas & Marine Wildlife: Seabirds (April-Aug), harbor seals (Mar-Aug), gray whales (Jan-May)
- Mediterranean Climate: Coastal grassland/scrub, marine layer/coastal fog, plant adaptations, ethnobotany, etc.
- Geology: San Andreas Fault, tectonic plates, marine terraces/uplift, mammoth rubbings at sunset boulders, Hole in the Head, etc.
- Camera Program: Students use Nikon digital cameras to investigate nature

Pinniped Monitoring – Weekdays

VIPP or Stipend: Observe the pinnipeds at the coast and record scientific data in partnership with the Sonoma County Water Agency.

Seabird Monitoring – Weekdays and weekends

VIPP or Stipend: Observe the seabirds at the coast and record scientific data in partnership with the Seabird Protection Network and the BLM/California Coastal National Monument.

Seabird Roving – Weekends

Interpret the natural histories and nesting behaviors of seabirds found out at the coast.

Seal Watch – Weekends March through Labor Day

Educate the public about the harbor seals at Goat Rock in an effort to decrease human caused disturbances

Sonoma Coast Roving Docent – Weekends, some weekdays

Walk the trails at the Sonoma Coast and interpret the marine ecology, cultural history, and provide visitor information. May carry a radio to alert State Parks about emergencies.

Sonoma Coast Trail Crew – 3rd Wed of Month

Assist State parks with stewardship projects such as repair of cable steps for beach access, , fencing, repairing facilities, installation of signage and maintaining trails.

Steward Ship (Mobile Marine Education Van) – Weekends, some weekdays

Join our mobile marine education van at schools, the coast, or at community events providing hands-on activities, interpret marine ecology, outreach for Stewards, and selling merchandise to support programs.

Tidepool Education – *Weekdays in spring, some weekends*

Roving Guides: Walk the beaches on low tides weekends to interpret the intertidal to visitors

Tidepool Groups: Lead a 2-3 hour (with some exceptions) tidepool exploration with adult or K-12 school groups.

Watershed Education – *Weekdays (Fall & Spring)*

Teach school groups about stream ecology to learn about erosion, perform water quality tests, and sample benthic macroinvertebrates living in Fife or Pomo Canyon Creeks.

Willow Creek Trail Crew – *1st Wed of Month*

Assist State Parks with projects such as fencing, removing down trees, and maintaining trails.

Whale Watch – *Weekends January through May*

Interpret the annual Pacific grey whale migration to visitors from all over the world at Bodega Head.

VI. Next steps

Program coordinators

Many of our programs have volunteers who take on the role of program coordinator and assume additional responsibilities. The responsibilities of program coordinators often include (but are not limited to):

- Keeping a current volunteer list of all volunteers involved with the program
- Scheduling volunteers for shifts
- Serving as the main contact between Stewards programs staff and program volunteers
- Training new volunteers

Programs coordinators are excellent mentors, and will help a new volunteer who is just getting started.

After attending a relevant training and/or completing the correct paperwork, you will be put in touch with the correct program coordinator. They will either schedule you for shifts, or a one-on-one training/shadowing. The following programs have program coordinators:

- Armstrong Trail Crew
- Armstrong Visitor Center
- Jenner Visitor Center
- Seabird Monitoring and Roving
- Seal Watch
- Sonoma Coast Trail Crew
- Tidepool Education

- Willow Creek Trail Crew
- Whale Watch

For all other programs not listed, contact the Stewards office for more information.

VII. Principles of Interpretation

Refer to the guide from the National Parks Service on the fundamentals of Interpretation:

<https://www.nps.gov/grte/learn/management/upload/interp.pdf>

VIII. Risk Management & Emergency procedures

ARMSTRONG REDWOODS STATE NATURAL RESERVE & AUSTIN CREEK STATE RECREATION AREA:

*Emergencies call 911

STEWARDS OF THE COAST & REDWOODS

Stewards Office (Mon-Fri 9am-4pm): (707) 869-9177

SONOMA COAST STATE PARK

*Emergencies call 911

STEWARDS OF THE COAST & REDWOODS

Stewards Office (Mon-Fri 9am-4pm): (707) 869-9177

STATE PARKS

Sonoma Coast State Park Visitor Center (Jenner): (707) 865-9757

Sonoma Coast Lifeguards: (707) 875-3627

State Park Ranger Dispatcher/Norcom: (916) 358-1300

Sheriff Dispatch (Non-emergency): (707) 565-2121

Russian River District Headquarters: (707) 865-2391

Salmon Creek Ranger Station: (707) 875-2603

Bodega Dunes Campground: (707) 875-3483 – recording to leave a message for park staff

Road Conditions: 511 or (800) 427-7623

MEDICAL CARE

Bodega

Bodega Bay Fire Protection District: 24 hour line (707) 875-3001

Sebastopol

Sebastopol is about a 20 minute drive from Bodega Bay.

Sonoma West Medical Center: 707-823-8511

501 Petaluma Avenue, Sebastopol, CA 95472

Emergency room services ONLY. Most medical issues are treated in Santa Rosa.

Santa Rosa

Santa Rosa is about a 30-35 minute drive from Bodega Bay

Kaiser Permanente: (707) 571-4800

401 Bicentennial Way, Santa Rosa, CA

Sutter Medical Center: (707) 576-4000 or (707) 575-7911

3325 Chanate Rd., Santa Rosa, CA

Santa Rosa Memorial Hospital (707) 546-3210 or (707) 525-5300

1165 Montgomery Dr., Santa Rosa, CA 95405

WILDLIFE

Marine Mammal Center: (415) 289-7325

Bird Rescue: (707) 523-2473 or (707) 207-0380

CA Department of Fish & Wildlife (Bay Delta Region): (707) 944-5500

Report a wildlife disturbance: 888-DFG-CALTIP or (888) 334-2258

Potential Hazards

Working outside in the parks may expose you to certain hazards that you should be aware of.

The following is a list of some you may encounter in our parks - visit [OSHA.gov](https://www.osha-slc.gov) for resources on how to prevent and respond to exposures:

- [Heat](#)
- [Ticks and Lyme disease](#)
- [Poison oak](#)
- [Rattlesnakes](#)
- [Airborne allergens](#)

Incident Reports & Workers Comp Info

It is very important for volunteers to report an injury to the Stewards office and State Parks as soon as it happens. Even if you think your injury is minor, please report it. Our goal is to help you get the medical attention you need in the quickest and easiest way possible. If your injury requires immediate medical attention please go to the nearest hospital.

Report your injury right away no matter how slight the injury may be. Don't delay – there are time limits. You could lose your right to benefits if you don't report your injury within 30 days. Fill out a DWC 1 claim form and turn it in to either Stewards office or State Parks. This form is available on line at <https://www.dir.ca.gov/dwc/dwcform1.pdf> or at the Stewards office. Once it has been submitted, State Parks will look for your 208 paperwork to confirm that you are signed up for the program you were volunteering for and confirm that you were signed up for your volunteer shift. For this reason, it is important that to turn in your completed paperwork and that you have some record of your volunteer shift with us.

IX. Park rules and regulations

Armstrong Redwoods SNR & Austin Creek SRA

The California Vehicle Code, Penal Code, Health & Institutions Code, Business & Professions Code, and Code of Regulations, as well as local ordinances apply within the boundaries of Armstrong Redwoods SNR and Austin Creek SRA. Many of these also apply to Sonoma Coast State Park. It is each visitor's responsibility to know and follow all applicable rules and laws, however, they often need a reminder or ask volunteers for clarification. Therefore, it is helpful if volunteers have a basic understanding of the more commonly asked about and/or violated rules and regulations (see list below). Superintendent's Posted Orders which outline specific rules for Armstrong Redwoods SNR and Austin Creek SRA are posted on the outside of the old Ranger Station. Volunteers should remember the "inform do not enforce" policy when encountering visitors in violation of the law.

- Dogs: Not allowed on trails in any park, roads ok but must be on 6 foot leash. (CCR 4312)
- Horses: Allowed seasonally on pavement and all trails except the Pioneer Nature Trail and the Discovery Trail. Visitors should check the Posted Orders on the outside of the Old Ranger Station pertaining to trail closures for equestrians. (CCR 4326)
- Bicycles: Allowed on pavement and fire roads only, not on single track trails (refer to map and trail signage). (CCR 4326)
- Staying on trail: Visitors are encouraged to stay on designated trails only to avoid poison oak, ticks, and getting lost. It is also illegal to destroy or mutilate plants, which is a likely result of visitors going off trail. (CCR 4306)
- Wood gathering, picking flowers, rockhounding, disturbing wildlife: It is illegal to gather, pick, take, collect wood or any other natural or cultural material or feature from the park. This includes disturbing wildlife. (CCR 4306, 4307, 4308)
- Fires: Allowed only in park-provided stoves, BBQ's, and fire rings, or in visitor-provided BBQ's and stoves. Fires must be attended, contained and in control, and be completely extinguished upon visitor exit. (CCR 4311, CCR 4326) Fire bans in Austin Creek SRA can be in place seasonally, and are posted at the front entrance kiosk.
- Smoking is allowed on trails (this may change), except in cases of extreme fire danger. Visitors should check the Posted Orders on the outside of the Old Ranger Station for up-to-date orders pertaining to smoking and fires. (CCR 4311, CCR 4326)

- Littering: Illegal without exception, includes non-native organic matter such as apple cores, corn cobs, orange peels, etc. (CCR 4310)
- Fishing: All streams within Armstrong Redwoods and Austin Creek are closed to fishing. Fishing is permitted in Bullfrog Pond and the unnamed pond northwest of the Riggs Fire Road. Fisherman over 16 years old must have a valid fishing license. Amphibians and reptiles are protected within State Park boundaries (no take). (F&G 5.05(a), F&G 7.5(b)(155)(B))
- Hunting: Hunting is prohibited within the boundaries of all parks.
- Weapons: All weapons are prohibited within all park boundaries. (CCR 4313)
- Fireworks: All fireworks, including safe-and-sane, are prohibited within all park boundaries. (CCR 4314)
- Nudity: Prohibited in all parks (CCR 4322)
- Park Hours: (Superintendent's Orders) for all parks, 8:00am – 1 hour after sunset, 7-days a week, year round. Only registered campers may remain at Austin Creek SRA between 1 hour after sunset and 8:00am. (CCR 4326)
- Fees: Day use and Camping fees are due upon entry and are charged per vehicle (per site for camping). (CCR 4302) Fee receipts or passes must be displayed properly to avoid citation. Self-registration is often required. Day use and Camping fees are paid at the entrance station (kiosk) at Armstrong Redwoods SNR. Camping fees can also be paid at the entrance to Bullfrog Pond Campground at the self-registration pay station located there. Camping reservations for Austin Creek are handled through www.hipcamp.com. Camping reservations for Sonoma Coast are handled at www.reservecalifornia.com. Vehicles parked in the Armstrong Visitor Center Parking lot are free (no day use fees).

Additional resources for Sonoma Coast SP - Most of the above apply

Disturbance reporting contact information:

Live, Hurt or Stranded Marine Mammals & Sea Turtles: Marine Mammal Center (415)289-7325

Dead Marine Mammals: Marine Mammal Stranding Hotline (Cal Academy) (415) 379-5381

Live injured Land Birds: Sonoma County Bird Rescue (Santa Rosa) (707) 523-BIRD

Live Injured Seabirds: International Bird Rescue (707) 207-0380