



## Tallahassee Area State Parks

San Marcos, Lake Talquin, Lake Jackson, and Econfina River



### Volunteer Position Description

---

**Position****Construction and Maintenance**

---

**General Description**

Maintenance and repair of public and service/storage facilities and grounds around the park.

---

**Benefits to Volunteer**

Free campsite for resident volunteers with water, electric (50/30 amp), and septic tank hook ups and will accommodate up to 25' RV. Personal enrichment and experience working in a state park setting. Hours of service recognition pins. Once 500 hours are obtained, volunteers can apply for a free annual entrance pass.

---

**Assigned Tasks**

- Specialized maintenance work such as carpentry, plumbing, electrical repair, small engine repair, welding, concrete work, and heavy equipment operation.
  - Plan and execute projects
  - Structure repair
  - Grounds Keeping and Landscaping
- 

**Qualifications and Skills**

Basic knowledge of various fields of maintenance and construction which include but are not limited to: Carpentry, Electrical, Plumbing, Painting, Small Engine Repair, and Grounds Keeping. Knowledge of safety procedures required during maintenance.

---

**Standards and Performance**

This is a field position. The volunteer must be in good physical condition and be able to work outside in strenuous conditions for long periods of time in variable weather. Must meet the minimum number of hours required each week. Must submit monthly log of hours worked each month. Must be able to present oneself in a professional manner to the public when encountered. Must be trained in and adhere to all Florida Park Service Safety and Customer Service Procedures and convey an understanding of our mission statement to the public and to fellow staff members. Must adhere to the volunteer uniform standards as designated by supervisor. Must be able to work independently and with staff and other volunteers effectively.

---

**Hours Required**

Resident Volunteers: 20 hours/week per site minimum, 1 - 4 months between July - June  
Daily Volunteers: no minimum

---

**Supervisor**

Volunteer Coordinator, Assistant Park Manager and the On-Duty Ranger(s)

---