

Beach Maintenance Volunteer

Background:

The USACE at Rend Lake operates three beach areas from mid-May through mid-September. The three beach areas from largest to smallest are South Sandusky Beach, North Marcum Beach, and Dale Miller Group Camp Beach. During the approximately four months the beaches are open, there is considerable maintenance. All beaches need to be raked weekly (using Corps provided equipment) and water quality samples need to be taken for each beach once every two weeks from open to close. Additional duties include minor maintenance of nine Corps operated boat ramps.

Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Rake beaches once per week using provided tractor or UTV.
- Collect water quality samples according to Illinois Department of Public Health specifications. Samples must be collected between Monday and Wednesday of the week they are received. Samples are collected at approximately 2ft. and 4 ft. of depth.
- Spread Copper Sulfate on 9 Corps Boat Ramps.
- Maintenance of automated fee machines to include washing and waxing of exterior surfaces.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment and safety. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, trailers, UTVs, tractors/implements, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties must be performed Monday through Thursday during core hours of 6 a.m. through 4:30 p.m. Mornings strongly preferred for Beach Raking. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period.

Carpentry Volunteer

Background:

The USACE at Rend Lake operates over 50 recreation areas across 40,000 acres. There are a large variety of wooden structures/ features across areas including: bird boxes, fences, benches, bridges, signs, shelters, and deer and duck blinds. Volunteers in this position would be expected to perform minor maintenance and repair work for existing features and construct new features upon request (new features to include bird boxes, benches, blinds).

Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Maintain and repair as needed existing wooden structures. Duties include prep work as well as finishing and clean-up.
- Construct new structures as requested i.e. bird boxes, deer/duck blinds, bridges, benches, etc.
- Assist Corps staff as needed with large scale Carpentry projects.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment, materials, and safety gear. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, trailers, UTVs, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties may be performed Sunday through Saturday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period.

Environmental Stewardship Volunteer

Background:

The USACE at Rend Lake operates over 50 recreation areas across 40,000 acres. There is a large variety of recreational opportunities across these areas including camping, fishing, hiking, hunting, boating, disc golf, and much more. Environmental Stewardship volunteers will work to promote native species growth across established and remote recreation areas while also working to remove invasive species.

The primary duty of an Environmental Stewardship Volunteer is to help improve overall park aesthetics by performing/assisting in day to day and seasonal management activities while promoting native landscape species. Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. This position requires working in a pair. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Removing invasive and unwanted species.
- Brush clearing of recreation and prairie restoration areas.
- Pruning of trees and shrubs on project lands.
- Collection of native seeds.
- Seeding native prairie by hand.
- Watering prairie seedlings and tree plantings.
- Planting of trees and native grasses.
- Maintain, clean, and sharpen hand tools.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment and safety gear to perform their assigned duties. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, UTV's, trailers, blowers, pole saws, DR brush mower, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties must be performed Monday through Friday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period. Days off are Saturday and Sunday.

Geocaching Volunteer

Background:

The USACE at Rend Lake operates over 50 recreation areas across 40,000 acres. The primary duty of a geocaching volunteer is maintaining the 87 geocaches located around Rend Lake.

Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Maintain 87 geocaches.
- Inspect geocache lots and access areas for downed trees and safety hazards-notify staff of any issues.
- Assist in minor maintenance of access areas including litter and limb pick up.
- Answer geocache app questions regarding cache status and condition.
- Maintain bulletin boards in outlying Hunter Fisherman Access areas.
- Assist in organizing a Cache In Trash Out (CITO) event.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment, materials, and safety gear. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, trailers, UTVs, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties may be performed Sunday through Saturday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period.

Interpretive Services and Outreach Volunteer

Background:

The USACE at Rend Lake operates a full-service Visitor Center all year round. Visitor Center Volunteer Attendant services are employed at the Visitor Center to supplement government employee administration. Visitor Center Attendants interact with visitors and Rend Lake operations and maintenance personnel as an integral part of Rend Lake operations, allowing the USACE to offer what visitors rate as some of the highest quality and most valuable public recreation facilities. The Visitor Center is combined with the Rend Lake Project Office as one 20,000 square foot facility. The 8,000 square foot Visitor Center features a large exhibit hall, multipurpose room, brochure area, and indoor public restroom facilities. Outdoor facilities include a covered classroom, courtyard, bulletin board, electronic marquee, and a pollinator garden. The Visitor Center welcomes ~18,000 visitors annually.

The primary duty of an Interpretive Services Volunteer is to assist the Rend Lake Interpretive Services staff in providing programming and outreach that educates visitors on Corps of Engineers missions. Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Additional volunteer activities may be necessary to meet the hour requirements but can be arranged through the volunteer coordinator and interpretive services staff. Full-time Visitor Center Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Assist Interpretive Services staff with preparing for programs and presentations.
- Assist with preparation for Environmental Science Series Programs (every Saturday Memorial Day-Labor Day) and Small World Programs (every third Tuesday of the month year round).
- Assist with staffing special events and programming (i.e., boat shows, water safety festivals, local parades, community homecoming's etc.).
- Assist with writing articles, press releases, and Facebook posts.
- Assist in distributing promotional materials to area businesses, rest stops, and tourism bureaus.
- Promote water safety at Corps boat ramps and beaches through water safety games, passing out water safety items, and performing boat safety checks.
- Assist with maintenance of visitor center aquariums, terrariums, and bird feeders.
- Maintain Visitor Center pollinator garden and Visitor Center Parking Lot Landscaping.

Schedule:

Varies depending on needs and schedule of Interpretive programs and staff. Additional hours as needed will be coordinated with the volunteer coordinator and/or interpretive services staff.

Mowing and Landscaping Volunteer

Background:

The USACE at Rend Lake operates over 50 recreation areas across 40,000 acres. There is a mowing contract in place; however, there are several areas that volunteers are needed to mow. These locations include Volunteer Village, Catfish Cove Pond Trail, and the Visitor Center Pollinator Garden. The approximate combined acreage is 8 acres.

The primary duty of a Mowing Volunteer is to mow the previously mentioned 8 acres. Additional duties and responsibilities include limb pick up, weed whipping the same area, trimming suckers, and using a pole saw to cut low hanging limbs. Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Mow approx. 8 acres
- Remove litter, limbs, and debris from mowing limits. Report any dead or downed trees to maintenance staff.
- Remove suckers, low hanging limbs (pole saw), and downed limbs in established recreation areas.
- Trim and blow along and around signs, sites, and sidewalks.
- Weekly mowing may vary depending on the area's mowing needs and weather. If weather is unfavorable to mowing, other duties may be assigned.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment and safety. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, zero turn riding mowers, trailers, blowers, pole saws, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties may be performed Sunday through Saturday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period.

Painting and Staining Volunteer

Background:

The USACE at Rend Lake operates over 50 recreation areas across 40,000 acres. The primary duty of a painting volunteer is to paint facilities in recreation areas. Facilities may include but are not limited to parking lot and curb restriping, shower houses, restrooms, bridges, benches, bird boxes, fee booths, signs/posts, interior/exterior of picnic shelters, sheds, and doors.

Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Prepping, painting, and cleanup of facilities that are to be painted.
- Weekly painting may vary depending on the weather. If weather is unfavorable to painting, other duties may be assigned.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment, materials, and safety gear. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, trailers, UTVs, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties may be performed Sunday through Saturday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period.

Sign Volunteer

Background:

The USACE at Rend Lake operates over 50 recreation areas across 40,000 acres. The primary duty of a sign volunteer is maintaining recreation area signage located around Rend Lake. Signage includes but is not limited to carsonite posts, interpretive signage, general traffic signs (with-in recreation areas), and directional signage.

Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Maintain recreation area signage including general cleaning of signs and replacement of defective signs, posts, and bolts.
- Replace broken or damaged carsonite posts for all four campgrounds.
- Organize and inventory all signs in sign bay.
- Assist staff in GIS mapping of Corps signage.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment, materials, and safety gear. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, trailers, UTVs, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties may be performed Sunday through Saturday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period.

Trail Maintenance Volunteer

Background:

The USACE at Rend Lake offers a variety of recreational opportunities year-round. Among the offerings are several trail systems including the: Rend Lake Bike Trail, Blackberry Nature Trail, Green Heron Pond Trail, and River Road Trail. These trails range from the paved 21-mile bike trail to the shorter 1/3-mile Green Heron Pond and River Road Trails. For more information on both trails and recreational opportunities please visit <https://www.mvs.usace.army.mil/Missions/Recreation/Rend-Lake/Recreation/>.

The primary duty of a Trail Maintenance Volunteer is to assist Rend Lake staff in maintaining trails and providing high quality recreational opportunities for visitors. Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. This position requires working in a pair. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Removing litter, limbs, and debris from trails. Report any dead or downed trees to maintenance staff.
- Maintain minor structures on trails (i.e., bridges, benches, trail markers, brochure holders). To include graffiti removal, painting/staining, minor repair work, and restocking of brochure holders.
- Remove litter from trail parking lots and check parking blocks for heaving rebar.
- Maintain clear walkways on trails through use of power tools including pole saws, weed whippers, DR brush mower, etc.
- Remove invasive species from trail systems. The most common invasives encountered on Rend trail systems are Japanese Stilt Grass, Bush Honeysuckle, Autumn Olive, Multiflora Rose, and Common Reed.
- Blow leaves and minor debris from Bike Trail.

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment and safety gear to maintain trails. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, UTV's, trailers, blowers, pole saws, DR brush mower, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties must be performed Monday through Friday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period. Days off are Saturday and Sunday.

Visitor Center Volunteer Attendant

Background:

The USACE at Rend Lake operates a full-service Visitor Center all year round. Visitor Center Volunteer Attendant services are employed at the Visitor Center to supplement government employee administration. Visitor Center Attendants interact with visitors and Rend Lake operations and maintenance personnel as an integral part of Rend Lake operations, allowing the USACE to offer what visitors rate as some of the highest quality and most valuable public recreation facilities. The Visitor Center is combined with the Rend Lake Project Office as one 20,000 square foot facility. The 8,000 square foot Visitor Center features a large exhibit hall, multipurpose room, brochure area, and indoor public restroom facilities. Outdoor facilities include a covered classroom, courtyard, bulletin board, electronic marquee, and a pollinator garden. The Visitor Center welcomes ~18,000 visitors annually.

The primary duty of a Full-time Visitor Center Volunteer is operation of the Rend Lake Visitor Center. There is one Full-time Visitor Center Volunteer position. Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Additional volunteer activities may be necessary to meet the hour requirements but can be arranged through the volunteer coordinator and interpretive services staff. Full-time Visitor Center Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Greet visitors as they enter the Visitor Center and count each visitor to keep detailed records of daily visitation.
- Answer visitor inquiries over the phone and direct calls to the appropriate Rend Lake personnel.
- Distribute publications, brochures, and other information to visitors.
- Post information regarding rule and regulations, special events, interpretive programs, and other materials on the Visitor Center bulletin board as directed by the Corps personnel.
- Keep brochure racks stocked with appropriate information and maintain inventory of all brochures in storage.
- Fulfill visitor requests for loaner life jackets.
- Sell and issue America the Beautiful Interagency passes and Corps of Engineers Annual passes per issuing guidance.
- Distribute Jr. Ranger Program books, water safety items, and coloring books by request.
- Maintain the children's play area in the Visitor Center.
- Prepare information packets for distribution as directed by Corps personnel.
- Minor Visitor Center upkeep i.e. sweeping, dusting, cleaning glass display surfaces.

Schedule:

This position is **required to work weekends** from March 30-October 27, 2023. Visitor Center hours during this period are 8:45 a.m. – 5:15 p.m. daily. Additional hours will be coordinated with the volunteer coordinator and/or interpretive services staff.

Volunteer Village Shop and Building Cleaning Volunteer

Background:

South Marcum Campground Turkey Hollow Volunteer Village contains a 40' by 80' multi-use building intended for use by volunteers. The building consists of a workshop area, laundry room (two washers and two dryers), kitchen, men and women's restrooms and showers, gathering area, and wrap around porch.

Volunteers are required to provide an average of 20 hours of service per week and may serve the entire recreation season April through October. Full-time Volunteers are eligible for a full hook-up site in South Marcum Campground Volunteer Village (Turkey Hollow).

Specific duties include:

- Clean interior of buildings (including sweeping, vacuuming, mopping, windows, dusting, and restrooms)
- Clean exterior of building (including sweeping porch areas and cleaning walls and overhangs)
- Service trash receptacles and recycling

Technical Competencies Needed:

Volunteer in this position will be provided with all necessary equipment, materials, and safety gear. Training is provided for the operation of all equipment; however, volunteer must be signed off by Corps training coordinator prior to operating. Equipment includes GSA vehicles, trailers, UTVs, and various power/hand tools. All provided equipment will be used in accordance with manufacturer and Corps recommendations. Experience preferred but not required.

Schedule:

Duties may be performed Sunday through Saturday during core hours of 6 a.m. through 4:30 p.m. Specific times determined by volunteer availability, but volunteer coordinator must be notified of date, time, and location volunteer is volunteering at. Hours must total 20 during a 7-day period.