



# Volunteer Guidelines

Adopted 8-27-19

Dear Volunteer,

We appreciate your support of Palmetto Island State Park through volunteering with our organization. Below you will find general volunteer guidelines for most events and programs that we host. Additional information or guidelines may be sent to you if are volunteering for a specific event.

- **Consuming alcohol while volunteering is prohibited.** Volunteers found with alcohol or who appear to have consumed alcohol will be asked to leave the volunteer area and offered to remain onsite as a patron. Depending on the circumstances, a volunteer may be asked to leave the event.
- Volunteer registration is **mandatory** for anyone to participate as a volunteer for any Friends' group activity. It is to your benefit to register. The OSP registration form documents permission for you to be on state property. Authorized volunteers, who are acting in good faith and within the scope of the assigned duties, are shielded from individual liability and for damage caused by their actions as it will be covered by the State's liability insurance. Registered volunteers may be provided a level of medical and limited liability coverage.
- **Should you decline to sign the volunteer form, you will not be allowed to act as a volunteer for a Friends' activity being held at the park.**
- Volunteer registration is required only once. You are responsible for updating volunteer registration forms with new information.
- Friends may choose to verify the information that you have provided.
- No volunteer has the authority to represent, act or enter into any type of agreement in the name of OSP or FPISP without the express permission by the appropriate entity.
- Volunteers should not accept official complaints in reference to a patron's stay at Palmetto Island, park staff, park accommodations or other issues that are related to park property. Patrons should be encouraged to contact the park's manager or Office of State Parks. FPISP has no influence on Palmetto Island or OSP staff and will not represent members, mitigate any type of penalty or get involved in any complaints or disputes against either.
- You may indicate that you are a Friends' volunteer for an event or project at the park upon arrival at the park. At their discretion, park staff generally waives the entrance fee for volunteers. You may be asked to sign the log in sheet. Volunteers are not entitled to any special privileges at Palmetto Island State Park. (*Discounts, fee waivers, late check outs, etc.*) Should you make a special request in relation to your visit to the park, it is subject to Palmetto Island's staff's discretion and their determinations shall be final.
- We encourage volunteers to conduct themselves in a manner that presents a positive reflection upon our organization and the Park. Our goal is to spread the good information about the park, encouraging people to visit and enjoy all it has to offer. Volunteers should, at all times, respectfully comply with all park rules.
- Bring any items necessary for your personal comfort (chair, comfortable shoes, bug spray, etc.). Friends will provide complimentary water for volunteers at events or programs.
- When volunteering for Friends, wear your Friends of Palmetto Island t-shirt if you have one. Volunteers will be allowed to purchase 1 shirt for a discounted rate.
- These guidelines will apply to both on-site and off-site events and promotions.
- Membership into Friends of Palmetto Island State Park, Inc. is not necessary to be a volunteer.

**Keep this copy for your information.**

**THANK YOU for helping us make Palmetto Island State Park GREAT!**

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Founded in 2011, Friends of Palmetto Island State Park, Inc. is a 501(c)(3) public charity organized for the exclusive benefit, support, enhancement and promotion of Palmetto Island State Park.

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