



Maricopa County

Parks & Recreation Department

41835 N Castle Hot Springs Rd
Attn: Unit Operations Building
Morristown, AZ 85342
Phone: (928) 501-9200
Fax: (602) 372-8596

Park Host Information

The park host position is a-volunteer opportunity with Maricopa County Parks & Recreation. In exchange for volunteer service, park hosts live at one of our parks in a designated RV site with free rent and utilities (electricity, water, and sewer, propane not guaranteed, and no washer & dryer) for a specific period of time. Park hosts must have their own RVs. The number of assigned host sites at each park varies based on size and operational needs.

Please review the following important information regarding park host position requirements and qualifications:

Service Hour Requirements:

The required number of hours per host site is 40 per week (no exceptions) and couples have the option to share the hours under the direction of the Park Supervisor.

Preferred Availability:

To be considered for a park host position, preferred availability is as follows:

- **Fall/Winter Session** October/November to the end of March/April. The actual start and end dates can be negotiated and we do accept park hosts who are not able to stay quite this long. However, our preference is the full fall/winter session and we will give preference to applicants who are most closely able to meet these timeframes
- **Summer Session**: Summer session runs from as early as the beginning of March to as late as the end of September. This timeframe of availability is preferred for Lake Pleasant summer hosts only. Due to the extreme heat we are willing to be flexible with any candidates that show interest in hosting during the off season. Please be advised that covered RV sites in our campgrounds are limited, reserved for our year-round hosts, and are provided on a first come, first serve basis.
- **Year-Round**: We are thrilled when park hosts decide to stay on and volunteer year-round with us! The completion of one successful season of hosting with Maricopa County Parks, along with a recommendation from a Park Supervisor is required to be considered for a year-round position.

Previous Experience:

No previous experience is necessary. However, preference will be given to applicants with previous hosting experience in a similar work environment. You will be required to list this volunteer experience along with two professional references on your application.

Placement Process:

Placement for each upcoming season will be prioritized based on the following: 1) active/current park hosts, 2) Inactive but previous Maricopa County park hosts, 3) new applicants.

For the Fall/Winter session, active/returning park hosts will be placed in April or May of each year, after the current session ends. Once this is complete, applications will be accepted for new or former park hosts.

Background & Fingerprint Report:

New park host candidates and returning hosts who have been inactive for more than one calendar year are required to successfully complete a background and fingerprint report with the Maricopa County



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Sheriff's Office. This is a free service that must be done in-person at the downtown Phoenix office in order to receive a permanent offer to become a park host with us (no exceptions).

Please note that per our current policies, park host candidates can be charged camping fees while they are waiting for their background reports to come back. During our busy season, it can take up to three weeks for reports to be returned to our administrative offices for review.

Job Duties:

Park hosts are an integral part of our Department's volunteer core team. They have a high level of responsibility in their positions and are the backbone of successful park operations. Park host job duties include assisting in all areas of the park and completing a wide variety of tasks as assigned by your Park Supervisor.

Park host's functions may include: lots of customer service/visitor interaction, use of a computer, cash handling, the ability to provide general park information and answer a variety of questions, light retail work, light maintenance (campground cleaning, trash pickup, cleaning bathrooms, trail work, landscaping, etc.), and light security.

The park may also have events and large projects that will require your assistance. You may also be asked to train and support other volunteers in their work. You will also be expected to remain open and flexible regarding weekly scheduling and wear the official volunteer uniform while on duty.

Driving Records:

After receiving a preliminary offer to host, a three year certified driving history must be provided from the home state where you hold your driver's license (if outside Arizona). If you have lived in multiple states it may take longer to complete this part of the process, so please plan accordingly. Park Hosts must have the ability to legally drive Department vehicles during their service term.

Training Requirements:

All core volunteers and park hosts are required to complete various training. Many of the required courses are the same for all park hosts but some parks may have additional requirements based on equipment or your assignment. Examples of training are:

- Maricopa County Parks and Recreation Volunteer Handbook: The handbook provides a review and acknowledgement of significant policies. In addition, all park hosts must sign a service agreement that further outlines job duties, availability, and other expectations of the position while volunteering.
- Safety Training: Safety training (as many as seven classes) will need to be completed as often as annually (if you decide to stay on as hosts year-round or for more than one season). The training can be completed online or in-person.

Please direct any additional questions or concerns on park host requirements to LaNella Gaines, Volunteer Coordinator, 602-506-9510, lanellagaines@mail.maricopa.gov

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