

New Volunteer Orientation Checklist Updated April 5, 2017

As part of your service as a new volunteer at Cabrillo National Monument, you are required to complete the following checklist. Once you have completed everything on this list, please sign and date it, then turn it in to the volunteer program manager.

1. ___ I have read the park brochures and Visitor Guide (aka Cabrillo Journal), and I have browsed the Visitor Center.
2. ___ I have watched all movies shown in the auditorium.
3. ___ I have seen the Juan Rodriguez Cabrillo exhibit at the park.
4. ___ I have gone through the Junior Ranger program.
5. ___ I have visited the park's Military History museum.
6. ___ I have toured the open bunker on an Open Bunker Day (10am to 2pm on 2nd and 4th Saturdays each month).
7. ___ I have toured the Old Point Loma Lighthouse and the Assistant Keeper's Quarters.
8. ___ I have visited the Rocky Intertidal area and the education table.
9. ___ I have walked/learned about the Bayside and Coastal Trails and know why their flora and fauna differ.
10. ___ I have been on a formal guided interpretive talk (e.g. bird walk, etc.).
11. ___ I have read the waysides around the park (if you have mobility issues, please read the ones accessible to you).
12. ___ I have read *Understanding the Life of Point Loma*.
13. ___ I have signed up to follow the *VIP Voice* at <https://vipvoice.wordpress.com> blog.
14. ___ I have visited the CNM website at <http://www.nps.gov/cabr/> and downloaded the following pocket field guides (under Learn About the Park; Nature): *Cabrillo Rocky Intertidal Guide*, *Birding Guide*, *Native Species Plant Guide*, and *Herpetology Guide*.
15. ___ I have visited the CNMF (<http://www.cnmf.org>) and CNMC (<http://www.friendsofcabrillo.com>) websites.
16. ___ I have visited the CNM education website at cabrilloeducation.com.
17. ___ I have been signed in to Volgistics (must be done by authorized person), filled out my volunteer profile, and watched the tutorial (<https://www.volgistics.com/>; Volunteer Training Videos; *How to Use VicNet for Volunteers with Calendar View and Time Sheet 5:47*).
18. ___ I have looked at the National Park Services Interpretive Development Program (IDP) on the basics of interpretation (<http://idp.eppley.org/>) and completed the free Eppley course on the foundations of interpretation.
19. ___ I have filled out and signed the park's Volunteer Service Agreement.
20. ___ I have read the entire *Volunteers-in-Parks Orientation Guide* (VOG).
21. ___ I know how to access the *e-binder reference manual* and have read the section on NPS history.
22. ___ I have attended an orientation and received training for the job/s I will do at the park.
23. ___ I have shadowed a ranger/VIP at the Visitor Center desk (two-hour minimum).
24. ___ I have attended a Volunteer Navigation Committee (VNC) meeting (one meeting minimum).

New Volunteer Signature _____ Date Completed _____

Volunteer Program Manager Signature _____ Date Received _____