



New Volunteer Orientation Checklist

Updated October 23rd, 2019

MANDATORY (Once you're done with these, you're ready for your first shadow shift!):

1. ____ I have attended a Volunteer Orientation meeting.
2. ____ I have filled out the park's Volunteer Service Agreement form.
3. ____ I have filled out my Volgistics volunteer profile and have been trained on how to log in my hours.
4. ____ I know how to get access into the Administration building.
5. ____ I have been trained on how to use the radios.
6. ____ I have browsed the Visitor Center.
7. ____ I have seen the Juan Rodriguez Cabrillo exhibit.
8. ____ I have visited the park's Military History museum.
9. ____ I have toured the Old Point Loma Lighthouse, the Assistant Keeper's Quarters, and the Lighthouse Garden.
10. ____ I have visited the Rocky Intertidal area (aka tidepools) and its education table
11. ____ I have read the park brochure.
12. ____ I have visited Whale Watch Overlook and know where to ask for binoculars.
13. ____ I have read the park waysides (if you have mobility issues, please read the ones accessible to you).
14. ____ I know how to access the e-binder reference manual and have read the section on NPS history.
15. ____ I have read the entire Volunteer-in-Park Orientation Guide.
16. ____ I have signed up to follow the VIP-Voice blog.
17. ____ I have visited the Cabrillo National Monument (CNM) website.
18. ____ I have visited the Cabrillo National Monument Foundation (CNMF) website.
19. ____ I have read the basics of interpretation from the National Park Service's Interpretive Development Program
20. ____ I have completed the free Epley course on the foundations of interpretation



CABRILLO

NATIONAL MONUMENT

OPTIONAL/CONTINUED LEARNING OPPORTUNITIES (Here at CNM, we never stop growing!):

1. ____ I have shadowed a ranger or a VIP at the Visitor Center desk for at least two hours.
2. ____ I have watched all the movies shown in the auditorium.
3. ____ I have completed the park's Junior Ranger Program.
4. ____ I have attended at least one Volunteer Navigation Committee (VNC) meeting.
5. ____ I have toured the open bunker on Open Bunker Day (first four Saturdays of the month from 10 am -2 pm).
6. ____ I have walked/learned about the Bayside Trail and Coastal Trail and know how their flora and fauna differ.
7. ____ I have been on a formal interpretive walk.
8. ____ I have read "Understanding the Life of Point Loma".
9. ____ I have downloaded all four pocket field guides from the CNM website.

TIME SPENT ON CHECKLIST: ____ hrs ____ min

All of the time you spent on your orientation counts as volunteer hours!

Please log this amount on your Volgistics account under "Volunteer Orientation".

Volunteer Name: _____

Date: _____

Volunteer Signature: _____

Coordinator Name: _____

Date: _____

Coordinator Signature: _____