

## **CRIA Volunteer Job Descriptions - 2020**

### **Visitor Cabin Host:**

Cabin Hosts are the first persons to greet visitors as they arrive at the monument, and provide the first impression a visitor has of Chimney Rock and our organization. Meet visitors from around the world as you describe the tours available, answer questions, sell tours, and run the gift shop. Cabin Hosts may also communicate by radio with Tour Guides and Mesa Hosts, stock merchandise, run the cash register and credit card machine, do light cleaning of the Cabin, and assist the Day Manager in emergency situations such as fire, medical or weather concerns. Cabin Hosts work a full day (8:45 – 4:30) as scheduled.

### **Tour Guide:**

This exciting position leads guided tours of Chimney Rock's two trails by providing quality interpretation of the area's archaeology, natural history, ethnology & history. Customize your tour based on the core curriculum provided by CRIA. Tour Guides assist the Cabin Hosts and Day Manager in greeting visitors and answering questions. They communicate by radio with the Cabin and Mesa Hosts, manage personal and visitor safety at all times, and report any impacts or damage to archaeological features or facilities. **Tour Guides must have current CPR and First Aid certification (training paid by CRIA).** Tour guides typically lead 1- 2 tours each day they are scheduled, or they may lead one tour and then serve as a "rover" to assist self-guided guests.

### **Mesa Host:**

Mesa Hosts provide a crucial point of contact for visitors arriving at the upper parking lot. They direct parking, distribute and collect the audio devices for those choosing audio interpretation, and communicate with Tour Guides and the Cabin by radio. They monitor visitor safety and assist Tour Guides in the event of an emergency on either trail. **Mesa Hosts must have current CPR and First Aid certification (training paid by CRIA).** Mesa Hosts work a full day (9:00 – 4:30) as scheduled.

### **Maintenance Team:**

Experience the tranquility and beauty of Chimney Rock with fellow maintenance crew volunteers, once each week prior to the Monument's 9:00AM opening. Protect, preserve and ensure the Chimney Rock legacy with important weekly trail work and maintenance repairs at the Monument. Tasks vary as needed, and may include: yard and trail work, repair of signs, building projects, and building repair projects. Crews are also needed for annual Cleanup Days (before May 15 opening and after September 30 closing).

### **Full Moon Program and Early Tour/Full Moon Package:**

Be a part of the most popular monthly event at Chimney Rock! Each month during the season, volunteers light the trail to the mesa top for a full moon program before the twin spires. Many volunteers are needed for this event that draws 100 people to the high mesa to watch the full moon rise over the eastern mountain peaks to the music of a Native American flute. A pre-program tour of the lower Mesa Village Trail is offered for 25 people.

Visitor Cabin Host (2 needed) – see Cabin Host description above.

On-Site/Trail Volunteer (6 needed) – these volunteers light the Great House Pueblo Trail for guests, so they must have no tendencies toward vertigo or fear of heights and be comfortable walking the rough trail.

Guest Parking Volunteer (1 needed) at upper parking lot – manage parking at the upper mesa, be able to communicate by radio with Cabin and Guides.

Tour Guide for Early Mesa Village Trail Tour (1 needed) – see Tour Guide description above.

Speaker/Guide (1 needed) - Provides quality and accurate information relating to program

### **Solstice/Equinox Sunrise Program:**

Experience the sunrise from the Chacoan Great House and learn why these events were important to the Ancient Ones. There will be a tour of the upper and lower Chimney Rock site following the sunrise.

Cabin Hosts and gate and parking monitors are needed.

**Night Sky Programs (“Stars & Galaxies” and “Our Solar System”):**

Following a discussion on the archaeoastronomy of Chimney Rock and a preview of what guests may expect to see with the telescopes, volunteers assist guests as they view the partially-illuminated moon or other heavenly bodies in a truly dark sky. Volunteers needed for these programs are:

Visitor Cabin Host (2 needed) – see Cabin Host description above.

Guest Parking Volunteer at upper parking lot (1 needed) – manage parking, be able to communicate by radio with Cabin and Guides.

Speaker/Guide (1 needed) - Provides quality and accurate information relating to program.

Telescope Operators (2 or more needed) - Set up, operate and take down telescopes; help with parking.

**Birding at Chimney Rock (NEW for 2020):**

This program is a wonderful opportunity to observe and learn about birds native to the Chimney Rock area. Experienced Audubon birders will lead and assist the group, walking nature trails in the lower area of CRNM (no archaeological sites are included on this tour). Cabin Host needed.

**Flora of Chimney Rock (NEW for 2020):**

A thousand years ago the people who lived at Chimney Rock depended on the plants around them for food, fuel, tools, housing, clothing, medicine, and art. Join us for an introduction to some of the plant species that grow at Chimney Rock and their uses by ancestral Puebloan people. The tour will include the Great House Pueblo Trail.

Cabin Host appreciated to assist Day Manager in opening site earlier than usual.

**Wildlife of Chimney Rock (NEW for 2020):**

This early-morning program takes visitors up the Great House Pueblo Trail, at a time of day when wildlife native to the Chimney Rock area is most active. Be sure to bring your binoculars!

Cabin Host needed.

**Life at Chimney Rock:**

Step back in time as volunteers and artisans demonstrate ancient tools and crafts. Interact directly with children and their families by helping them create clay pottery, practice throwing an atlatl, pounding yucca, carving their own petroglyph, grinding corn, weaving and more! This two-day event is free and family friendly.

Volunteers are needed to demonstrate and teach the public Puebloan life skills, to include Corn Grinding, Atlatl Throwing, Pottery Making, Games, Yucca Pounding, and Rock Art. (number varies)

**Shuttle Driver:**

These are volunteers under the leadership of the Forest Service; they will take specific training to drive the shuttles carrying guests from the Cabin to the upper parking lot and back for daily tours, and will be covered under Forest Service insurance for this work. They may also volunteer for CRIA in other capacities.

**Education Committee:**

Envision and develop programs and materials to bring Chimney Rock and its history to life for school groups and children at the site and in area classrooms.

**Fundraising Committee:**

CRIA’s interpretive programs are completely dependent on tour fees, grants, and donations. Creative fundraising is an important component of our work.

**Marketing:**

Deliver/post flyers; deliver brochures and calendars in Pagosa Springs; assist with electronic and/or paper mass mailings to get the word out about Chimney Rock and special events; other marketing assistance as needed.

**\*\*\* Questions? Contact Jeanette at 970-731-7133 or [officemgr@chimneyrockco.org](mailto:officemgr@chimneyrockco.org) \*\*\***