

Antelope Island State Park

Updated 2023



Volunteer Handbook

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Welcome

Antelope Island State Park's staff thanks you for dedicating your time and talent to our world-renowned Island. We wish to welcome you aboard as a member of our team!

Volunteers bring a variety of skills, knowledge and experience that allows us to provide customer service and programs that may not otherwise be available. By volunteering you help us accomplish our mission and vision goals established in our management plan. Citizen involvement is the key to our success; volunteers are not only our greatest assets but also our greatest supporters.

We greatly appreciate your dedication and support and it is our wish to provide you with a rewarding experience.

Volunteer Handbook

This handbook is designed to provide you with required information, answer questions and to give guidance and direction to Antelope Island State Park staff and volunteers. This manual contains information regarding policies, procedures and work rules that are applicable to all volunteer programs. This handbook is supplemental to the training and orientation you receive from your supervisor. You may receive an additional handbook specific to your volunteer position and work location.

Contact Phone Numbers

Entrance Gate	801-773-2941
Visitor Center Gift Shop	801-725-9263
Visitor Center Naturalist Office	801-721-9569
Fielding Garr Ranch	801-927-0545

Park Staff

, Park Manager
 Wendy Wilson, Assist. Pk, Mgr
 Chris Quatral, Park Ranger (Law Enforcement)
 Ryan Carter, Deputy Park Ranger (Law Enforcement)
 Greg Krusi, Deputy Park Ranger (Law Enforcement)
 Trish Ackley, Park Ranger/Naturalist
 Steve Bates, Wildlife Manager
 Chad Bywater, Buildings and Grounds Supervisor
 Lee Burrill, Gift Shop Manager
 Tammy Rodriguez, Accountant
 Carl Aldrich, Ranch Mgr

Antelope Island State Park Mission Statement

The mission of Antelope Island State Park is to provide a variety of recreational, educational and interpretive, wildlife viewing and cultural opportunities, while conserving a unique island setting.

Antelope Island State Park Goals and Objectives

(In a nutshell)

- Develop and maintain infrastructure and facilities.
- Manage for traditional recreation experiences and appropriate new activities.
- Be a positive factor for local and state economy.
- Practice good stewardship to conserve Island and Great Salt Lake resources.
- Offer interpretive and educational programs which will provide opportunities for visitors to develop appreciation for cultural and natural resources.
- Provide watchable wildlife opportunities. Manage for healthy, abundant and diverse wildlife and habitat.
- Provide positive customer service through knowledgeable, well-trained, productive and positive employees and volunteers.

Orientation and Training

Volunteer managers will provide initial orientation and training to all new volunteers. Initial training will include familiarization to the park; staff, programs and activities, policies, rules, job specific duties and expectations. Volunteer supervisors are responsible for providing training updates, park information, position descriptions and expectations.

Volunteers receive on the job training once they begin work at their assigned park area. Training requirements will vary depending on volunteer position and duties. Volunteers must meet the training standards to be able to participate in the volunteer program.

The State Of Utah mandates that state employees and volunteers complete specific standard training. Most of this training may be

accessed online. Upon the successful completion of these training courses a certificate is issued. Depending on type of training- you may need to recertify annually or every two years. Your supervisor will provide the training and maintain volunteer training records.

All volunteers are required to successfully complete the Workplace Harassment and Abusive Conduct Prevention training. This training is required every two years

Any volunteer that will be driving a motor vehicle, golf cart, ATV or utility vehicle must successfully complete the Defensive Driving training. This training is required every two years.

Any volunteer whose duties require working on or having access to a computer must successfully complete Security Awareness and PCI training. This is required annually.

All Volunteers will be trained on DNR/ Utah State Park and Recreation's Media policy

Background Checks

Utah State Parks is required to conduct criminal background checks on all staff and volunteers. Before a volunteer may start he or she must have passed a criminal background check. Volunteers are required to go through this process every three years.

Time Commitment

A minimum of 4 hours per month is required and varies by assignment. A volunteer is welcome to volunteer more hours if desired. Daily, weekly or monthly schedules are flexible. Scheduling is to be agreed by both the volunteer and supervisor.

Qualifications

The following are qualifications are required for all volunteer positions. Your volunteer manager may have additional qualifications depending on the position. General qualifications include the following;

- Willing to acquire necessary knowledge and skills

- Willing to attend meetings and training
- Ability to be courteous, respectful and patient with visitors
- Must be flexible and reliable
- Must be able to work alone and with staff members
- Enjoy meeting and working with the public
- Be able to meet the monthly time commitment
- Be willing to accept and provide feedback

Area staff supervisors may have additional qualifications.

General Expectations

As a volunteer at Antelope Island State Park, you represent Utah, the Department of Natural Resources and Division of State Parks. The impression you leave with the visitor will reflect on all State Parks. Please take your responsibilities seriously.

Professionalism is expected. Utah State Parks is a service agency. It is essential that volunteers understand their role in providing positive and friendly public service. Visitors should be made to feel welcome and be given information in a friendly manner.

Volunteers are considered part of the staff at Antelope Island State Park. Therefore, volunteers are to be given equal treatment and respect by park employees. Volunteers in turn are expected to consciously represent the park and cultivate a professional demeanor.

Volunteer work hours, duties and responsibilities will be clearly communicated by the area supervisor. It is important that you arrive on the days and times agreed upon. It is the volunteer's responsibility to be dependable and on time for their shift. In case of absence please give adequate notification.

Volunteers are expected to attend training sessions to increase their skills and knowledge. Volunteer supervisors will determine the type and amount of training needed. Volunteers should plan to participate in the training in order to be proficient in their area.

Volunteers need to be knowledgeable with park facilities, opportunities and programs, rules and procedures. Volunteers are

expected to adhere to park rules as well as inform visitors about existing regulations.

The contract between the volunteer and State Parks will be terminated in the event that the volunteer is unable or unwilling to perform their duties to the standards stated in this manual; fails to meet the expectations of the volunteer manager, or behaves in a manner that is negligent, misrepresents or reflects poorly on the park and/or agency.

Volunteer rights

As a volunteer, you have the right to be offered meaningful assignments and opportunities that are a good fit for your skills and abilities/interest.

- Have your time used efficiently and effectively
- Be offered a variety of opportunities
- Be given assignments that are worthwhile and challenging

As a volunteer you have the right to be treated fairly;

- Receive appropriate training and orientation
- Effective supervision with clear direction; guidance and support
- Work in a safe environment and to communicate concerns

As a volunteer you have the right to be informed;

- Park operations
- Park events and activities
- Be given feedback
- Attend staff meetings

As a volunteer you have the right to demonstrated appreciation and recognition by the park staff;

- Volunteer appreciation dinners
- Provide input and feedback into the volunteer program
- Recognition for time, contribution and talent

Volunteer Responsibilities

In return, we ask that you perform your volunteer duties to the best of your abilities and represent Antelope Island State Park in a positive light.

- Treat park visitors in a friendly and courteous manner
- Work within your volunteer area to make Antelope Island State Park and its programs successful
- Work as a team with employees, volunteers and respect mutual roles
- Follow the park's policies and guidelines.
- Seek and accept guidance and support to complete assignments.
- Respect access to information, facilities, equipment and other park property.
- Attend and participate in training sessions and volunteer meetings.
- Be a steward in caring for park resources.
- Be dependable in completing work assignments.
- Work in a safe and responsible manner.
- Provide input and feedback on the volunteer program

Volunteer Benefits

Volunteers will receive invitations to special events, field trips and volunteer functions. Volunteers are given a yearly Antelope Island park pass. Volunteers who are active and accumulate 100 service hours will be awarded a Utah State Parks annual pass – valid for day use entry at any of Utah's 45 state parks.

Park volunteers are covered by Workman's compensation according to Utah State law.

Volunteers will be given special recognition for performance and commitment.

Intangible rewards are inherent in our volunteer program such as meeting visitors from around the world, making new friends, opportunities to learn and gain new skills, and to enjoy the park's resources and facilities.

Uniform

Utah State Parks is a uniform agency. Volunteers are part of the Utah State Parks team, representing the agency image. Volunteers are expected to wear the Utah State Parks volunteer uniform. Supervisors will issue uniform items appropriate to the volunteer positions. Uniforms are the property of Utah State Parks and must be returned if the volunteer agreement is ended.

Regardless of what style of uniform you wear, it should be neat and wrinkle free. Uniforms should only be worn during the hours the volunteer is on duty and should change if recreating in the park after their shift. Discretion is needed while wearing the uniform outside of the park. At no time may alcohol be consumed while in uniform.

Equipment

Volunteers may be required to operate state vehicles, large and/or small equipment such as tractors or lawn mowers. The park provides training and safety guidelines for the use of park equipment. Before operating power tools or tractors you must be able to demonstrate proper safety and handling to the satisfaction of your supervisor. All equipment must be cared for and maintained. Follow park rules and regulations and methods pertaining to the use of equipment.

Safety & Security

Personal Safety

The safety of volunteers is very important to Antelope Island management. Before operating any equipment you should have been given proper instruction and training on its operation and safety guidelines. Always wear appropriate clothing and safety gear. Remember, safety is as much your responsibility as your supervisor's. Please speak up if you have been asked to do something that you may not feel comfortable or adequately trained to do.

Customer Service

Whatever volunteer position you may be in, customer service is always your primary duty. Occasionally, you may come into contact with an unhappy visitor. Your supervisor will provide you with

resources and training to resolve most issues. If you are unable to resolve the situation or you feel unsafe, contact the Law enforcement ranger or other fulltime staff on duty. If you feel the situation warrants it, call 911 first. If you witness a crime or one is reported to you never attempt to handle the situation yourself.

Medicals/Accidents

If you should witness or have reported to you an accident, crime, a medical or other type of emergency, contact the law enforcement ranger or other full time staff on duty or 911.

Risk Protection

Volunteers are covered by worker's compensation in the event of an injury occurring while volunteering in the park. If any accident or injury occurs while on duty, report it to park personnel immediately.

Resource Protection

Utah State Parks is a steward of Antelope Island's natural and cultural resources. All wildlife, plants, rocks, minerals, historical and cultural artifacts are protected. If you discover or witness the endangerment of a resource, notify the ranger or other park personnel on duty.

General Park Information

Antelope Island State Park is open every day of the year. The visitor center and Fielding Garr Ranch facilities are closed on Thanksgiving and Christmas days.

Park Fees

Utah State Park charges a daily entrance fee or camping fee for all of its parks.

Day use fees are charged by vehicle, bus, bicycle or walk in basis. A day pass is honored only for the day of purchase.

Annual Park Passes

There are currently two yearly passes available for purchase. There is the standard annual pass that can be purchased by anyone. The second is the senior pass. The senior pass is available only to Utah

residents who are at least 62 years of age. Both passes are good for the calendar year of purchase. Fees are not pro-rated. A third pass is available to veterans living with a disability. This is free to veterans who have documentation regarding their disability. All passes are not transferable and may be used for one vehicle only with up to 8 passengers. Passes are not valid for either commercial or corporate business use.

Camping

There are four campgrounds on Antelope Island.

Bridger Bay campground is a developed campground with single and double sites. Camping fees are charged by campsite per night per vehicle. No more than two vehicles are allowed in a site.

Sites 27-64 in Bridger Bay offer power and water hookups year-round. Water to individual sites is turned off in the winter. There are also 3 cottages available to rent in this loop.

White Rock Bay campground is the group campsite. There are eight double sites and one large group site. This is a primitive campground.

Lady Finger is a walk in/ tent only campground. Campfires are prohibited. Propane or charcoal stoves are allowed.

The Split Rock back country campground is a walk in / tent only campground. Campfires are prohibited. Propane or charcoal stoves are allowed.

There is no water or flush restrooms in either campground. Pit toilets are available. Showers are available at Bridger Bay day use area during summer months.

Reservations can be made on line at www.stateparks.utah.gov or by calling 800-322-3770. Reservations cannot be made less than three days in advance.

Boating

Antelope Island State Park does have a marina and boat launch. Due to fluctuating lake levels and marina- launching may not be

advisable for sail and motor boats at certain times of the year. Kayaking and stand-up-paddle boarding is a popular activity from our marina.

Concessions:

Guided horse back rides

Rhodes Valley Outfitters at Antelope Island (435) 300-8564
Located at Fielding Garr Ranch

Bike

Antelope E-Bikes 801-317-8549
antelopeebikes@gmail.com
Located at the Antelope Island Marina

Food

Island Buffalo Grill

Owner Tacey Weaver,
Located on Bridger Bay Beach
taceyweaver@comcast.com
Closed November thru Spring (weather dependent)

Wildlife Program

The bison on Antelope Island are the largest publicly owned herd in the state and are managed by the Park's own wildlife biologist. All other wildlife on the park falls under the care of Utah's Division of Wildlife Resources (DWR).

The bison round up is held each fall at the end of October. The round up allows us to manage for a healthy bison heard. Each fall the bison are rounded up off the range and held in the corrals. After a few days of rest the bison are "worked" through the facilities. Each animal will be checked for overall health. Calves are given their inoculations and micro-chipped and cows are checked for pregnancy. Our herd size is kept at approximately 550 animals. Each year with the newborns the herd size typically exceeds 700. To bring the herd size back to 550 the excess animals are sold through a public auction. During the "working", the wildlife biologist determines what animals will be sold.

The auction is held a few days after the bison working. The auction is open to any person interested in purchasing a bison. Most purchasers use the bison for meat or to add to their private bison herd. Occasionally, people will buy bison calves to train their cutting horses.

We do have a limited bison bull hunt that takes place in December. This is classified as a “once in a lifetime hunt”. DWR manages the permit process. This is a guided hunt. A designated park staff person accompanies the hunter and helps to choose a desired animal. This process allows us to control herd dynamics by reducing the number of older non-breeding bulls. Bulls older than two are not rounded up with the rest of the herd in the fall. These bulls tend to be the biggest and baddest of the bison. Rounding them up with the others usually ends up with damaged facilities, injured animals or employees.

Two mule deer buck hunting permits are issued annually by DWR. One of the permits is auctioned off to a buyer. Money from this sale is used for wildlife programs on the Island. The other permit is an in-state resident only general draw.

Wildlife Viewing and Safety

Antelope Island State Park is the best places to view wildlife along the Wasatch front. Bison, deer, pronghorn, owls and coyotes are our more popular animals. Typically, these animals are often seen grazing or traveling near the park roads. This gives our visitors opportunities to easily see the animals in their natural environment. Wildlife sightings often cause road congestion as people stop to watch and take pictures. While most visitors are happy to observe from a distance, others want to get closer to get a better photo. It is never advisable for anyone to approach wildlife. Wildlife, on their own, will avoid human contact. Yet, visitor and staff reports of close encounters between park visitors and wildlife increases every year. Encounters between people and wildlife can be tragic. Animals can become stressed out, even die as a result. People can be injured or killed as well.

Most visitors that come here for an exciting wildlife experience don't know how to safely watch or photograph wildlife. Nor are they aware as to how “being too close” negatively impacts wildlife. As a

volunteer it is your responsibility to be familiar with proper wildlife viewing etiquette and to educate visitors on how to be safe while enjoying park wildlife.

Please be familiar with and share the following guidelines with visitors so their visit is both enjoyable and safe.

- * Animals may look friendly and approachable- but may turn dangerous when startled, crowded or provoked.
- * Do not approach wildlife - especially bison. Bison may appear big and slow but are actually very agile and fast. They can run up to 35mph.
- * Respect wildlife's private space. Use your zoom lens or binoculars, not feet to get close to wildlife
- * Keep your dog safe. Always keep dogs leashed or in the vehicle. Bison are known to be aggressive to dogs. Coyotes view your dog as prey or rival and may attack your dog.
- * Normally, coyotes are not a threat to humans. They will avoid you if you avoid them. Do not feed coyotes even if they are begging. Coyotes that get a taste of human food can become aggressive and may pay the ultimate price for their cravings.
- * Wildlife has the right-of-way on park roads. When driving, watch for wildlife. Obey the speed limits and pay particular attention at dawn and dusk. Adjust speed appropriately around wildlife.
- * Do not honk your horn or make other noise to get attention of any animal. This will stress or agitate them.
- * Animals usually travel together, if you see one animal crossing the road, wait for others and proceed with caution.
- * If you come across an animal in which you believe is hurt or abandoned please notify park staff. Never approach or touch a wild animal.
- * Backcountry trails. If you encounter bison on or near the trail wait for them to move away, or make a wide arc around them. Do not try to scare them away.

The Ten Commandments of Communicating with People with Disabilities

Our visitors not only come from all over the world but also from all walks of life. Many of our visitors may have some type of disability that may require accommodations or additional customer service to help them have an enjoyable visit. It is normal to be unsure how to interact with or what to say to someone who has a disability. Sometimes, we may be too helpful or misunderstand what is needed. These situations may feel awkward or embarrassing for both you and visitor. These commandments will help guide you through your interactions with people of disabilities so that the experience is enjoyable to the visitor and to you.

1. **Speak directly** rather through a companion or sign language interpreter who may be present.
2. Always **identify yourself and others** who may be with you when meeting someone with a visual disability. When conversing in a group, remember to identify the person to whom you are speaking
3. If you offer assistance, **wait until the offer is accepted**. Then listen or ask for instructions.
4. **Treat adults as adults**. Address people with disabilities by their first names only when extending that same familiarity to all others. Never patronize people in wheelchairs by patting them on the head or shoulder.
5. Do not lean against or hang on someone's wheelchair. **Bear in mind that people with disabilities treat their chairs as extensions of their bodies**. And so do people with service dogs. Never distract a work animal from their job without the owner's permission.
6. **Listen attentively** when talking with people who have difficulty speaking and wait for them to finish. If necessary, ask short questions that require short answers, or a nod of the head. Never pretend to understand; instead, repeat what you have understood and allow the person to respond.
7. For longer conversations, **place yourself at eye level** when speaking with someone in a wheelchair or on crutches.
8. Tap a person who that is hard of hearing or deaf on the shoulder or wave your hand to get their attention. Look directly at the person, try to face the light source and keep hands and

food away from your mouth when speaking. If a person is wearing a hearing aid, don't assume that they have the ability to discriminate your speaking voice. Never shout to a person.

Just speak in a normal tone of voice.

10. **Relax.** Don't be embarrassed if you happen to use common expressions such as "See you later" or "Did you hear about this?" that seems to relate to a person's disability.

Park Rules

As a representative of the park it is important that you are familiar with park rules and regulations. The rules listed here are the most common ones the public needs to be aware of.

Pets

- Pets are allowed on the Island. They need to be kept in a vehicle or on a maximum 6' leash.
- Leashed dogs are allowed on backcountry trails. By law pet owners must have physical control of their animal.

Horses

- Trails are open for horses with the exception of Frary Peak and Dooley Knob trails. Frary peak and Dooley Knob trails are hiking trails only.

Domestic animals

- Sheep, goats, llamas, cattle, pigs and other livestock are not allowed on the park

Camping

Camping is allowed only in designated campgrounds. Check in time for campers is 3:00 P.M. and check out is 11:00 A.M. the following day. During special events there may be camping at the Fielding Garr ranch.

Drones; Drone use is allowed only in December thru February by permit only. Applications for a permit are approved by the Assistant Park Manager. Drone use is restricted to the north end of the park.

Trail use

- Hiking and horseback riding may take place off trail on the north end of the island.
- Backcountry is open to hikers, bikers and horseback riders on designated trails only.
- There is no over night use in the backcountry. Trail users need to be back at the trailhead no later then closing hours.
- Vehicles must remain on designated roads.

ATV use on backcountry trails is prohibited

Guidelines and Policies

Utah Parks and Recreation volunteers for all intents and purposes are considered to be employees of the state. Therefore, as a volunteer you are required to comply with agency and department policies. The guidelines and policies enclosed with this manual are those applicable to all volunteer positions. Your supervisor may have additional guidelines specific to your position/area.