



FRRPD

Park Watch Program Guidebook

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PWP Mission

“FRRPD’S Park Watch Program is committed to encouraging community participation for safety and beautification in public parks.”

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Congratulations!

Welcome to Feather River Recreation and Park District (FRRPD) Park Watch Program (PWP). Park Watch Program Volunteers are essential in promoting safety in our parks.

It is our goal to recruit, train, utilize and recognize volunteers who help enhance services provided to the community. Now that you have taken the first step and have made a commitment to volunteering, we want to assure you that we will do our best to provide you with a rewarding and meaningful experience, thus creating a better community for you and the residents of Oroville.

This guidebook was designed to answer questions that you may have about FRRPD, your responsibilities and FRRPD'S expectations of you as a volunteer.

What is Park Watch?

Park Watch is a crime prevention program for your neighborhood park. FRRPD's Park Watch Program helps provide youths, adults and senior citizens with information to report illegal and unwanted behavior in our parks. You are the solution; your eyes and ears are a valuable safety hazard and crime prevention tool.

How does Park Watch Work?

Because residents know their community parks best, they are better to spot vandals or individuals who are acting suspicious or situations that do not seem right. A concerned community can stop crime by simply reporting crime in the making to the police or park officials. By getting to know your parks and practicing a few rules and safety tips that we provide for you, can make for a safe and enjoyable experience

PWP Volunteer Responsibilities

Overview

FRRPD'S Park Watch Program is designed to coordinate and manage volunteer efforts, which support existing services provided to the community.

PWP Mission

FRRPD'S Park Watch Program is committed to encouraging community participation for safety and beautification in public parks.

PWP Objectives

1. To develop a reliable and varied skilled network of human resources to support the safety and security of the community.
2. To provide opportunities for all segments of the community to participate in Park Watch.
3. To bring together volunteer resources and expand FRRPD's services including, safety enforcement and crime prevention.

Every PWP volunteer for FRRPD has responsibilities which will be reviewed with them once they complete their Park Watch certification. Supervisory staff is available to review and remind all volunteer staff of the expectations and responsibilities throughout the year. All volunteers are expected to meet the following responsibilities:

- Comply with FRRPD policies, procedures and regulations, particularly those having to do with smoking, alcohol, and other substance abuse areas.
- Complete a Park Watch certification course.
- Be willing to accept training and participate in other job development activities.
- Adhere to all confidential requirements in the course of carrying out duties and responsibilities.
- Do not use job knowledge or contacts for personal gain.
- Treat members of the public and FRRPD employees with respect.
- Be aware of District policy and procedures, rules and safety rules.
- Be cooperative by accepting instructions, guidance and suggestions from FRRPD staff.

If you have questions about any of this information, you should speak with the District volunteer coordinator.

Policies and Procedures

Orientation and Training

Once a volunteer has been selected for the Park Watch program, they will participate in an orientation program designed to inform volunteers about FRRPD as an organization, its policies, procedures, programs and regulations. This informative session is designed to assist you in your new role as a Park Watch volunteer with FRRPD. Orientation will be scheduled at various times, as the need arises.

Risk Management and Safety

Each certified PWP volunteer is included in FRRPD'S Risk Management and Safety program. This means that before volunteers begin their service, the Volunteer Coordinator is responsible for informing the volunteer of safe work practices, as required for employees. Any injury to the volunteer or losses to any third party, which involved a volunteer must be reported and processed in accordance with existing District policies on matters of this nature.

Resignation

If, for any reason, you choose to leave the Park Watch Program, please inform the Volunteer Coordinator of your decision.

Smoking

Smoking is prohibited inside all FRRPD'S facilities. Volunteers and employees who wish to smoke may do so outside and a minimum of 25 feet from the facility.

Please do not smoke in the presence or general vicinity of program participants.

Alcohol

Volunteers shall not consume or possess alcoholic beverages on FRRPD'S premises. Volunteers who violate this policy are subject to immediate dismissal.

Drugs

Any volunteer who brings, possesses, is under the influence of, uses, transfers, sells, or attempts to sell illegal drugs on FRRPD property or while on District business, at any time, any form of narcotic, drug, or hallucinogen, except prescribed drugs and under the direction of a physician, is subject to immediate dismissal.

PWP Volunteer Rights

Each volunteer for FRRPD is viewed as an important part of the organization's ability to get the job done. As a volunteer you are accorded rights as individuals and volunteers. Below are some of the rights volunteers may expect during their tenure with the District:

- Volunteers are to be treated with respect and courtesy.
- Volunteers are to receive proper training for the job to be done.
- Volunteers are not to be discriminated against because of race, ethnicity, religion, gender, age, handicap, marital status, family, or sexual orientation.

How to Report a Crime

To report a fire, a medical emergency, or a crime in progress, call 9-1-1!

Before you call, gather all the facts that you can, and then write them down so that you will not forget them. Take a second look; a minute gathering more complete information may be worth the delay. You want to be able to answer the usual who, what, where, when and how questions, or as many of these as you can. When calling in a crime or emergency, take your time and speak clearly and concisely.

To Report a Non-Emergency: If you are reporting a non-emergency incident call one of the following numbers:

Oroville Police Department: (530)538-2448

Butte County Sherriff: (530)538-7322

Butte County Animal Control: (530)538-7409

Dept. of Fish and Wildlife: (888)334-2258

California Highway Patrol: (530)879-1900

Notify Park Personnel: When the time is available, make sure to notify the District office or the nearest park employee of the incident. FRRPD (530)533-2011

Trust Your Instincts

If something doesn't look right--Call it in!

How to Describe a Person

Depending on the situation and considering your personal safety, take a good look at the suspect, so that you will be better able to describe the suspect later. Here are some of the things to look for and to report upon:

- Sex, Race, Complexion, Age
- Height(estimate in 2 inch blocks; for example 5'8" and 5'10")
- Weight (estimate in blocks of 10 pounds, for example 130 to 140 pounds)
- Build – large, medium, small, stocky, fat, slender, or thin, plus any distinguishing features on parts of the body (tattoos, eyeglasses, etc.)
- Hair – color, heavy set or thin, balding or full, sideburns
- Mustache or beard – describe including color
- Clothing – type, color, style (start at top and work down: hat, coat shirt, pants, shoes)
- Method of escape

How to Describe a Vehicle

It is also important to be attentive to the details of vehicles. Try to make note of the following features and report them:

- Color, make, and year
- Body type – sedan, two-door, convertible, License
- Plate Number

GRAFFITI ABATEMENT TEAM

This team of volunteers is assigned a key to storage closets at FRRPD sites that frequently are targeted by graffiti artist. These volunteers quickly respond and rotate visiting the sites early mornings to cover any graffiti from the night before. The goal of this team is to ensure graffiti vandals do not receive any recognition for their “hard work” destroying public property.

Interested in becoming a member of the
FRRPD GRAFFITI ABATEMENT TEAM?
Contact the FRRPD Executive Assistant at
(530)533-2011

