



Green River Bike Park

Volunteer Builder Program

This program is intended to help establish a clear volunteer management program for the City of Green River, Parks and Recreation Department, the Sweetwater Mountain Bike Association and volunteers from the local community to work together to complete the construction and ongoing maintenance of the Green River Bike Park.

This manual includes the following:

Volunteer Build Session Checklist

Volunteer Waiver and Emergency Information Form

Volunteer Registration and Build Session Report Form

Volunteer Safety Talk and Equipment Checklist

Volunteer Tool and Equipment Checklist

Volunteer Test Riding Protocol



Green River Bike Park

Volunteer Build Session Checklist

___ Volunteer Build Session Information:

(email build session information to wbratton@cityofgreenriver.org and awilson@cityofgreenriver.org at least 48 hours in advance of build session to obtain approval for session)

Date: _____ Start Time: _____ End Time: _____

Estimated Number of Volunteers: _____ Construction: _____ Maintenance: _____

___ Volunteer Registration Box:

Registration box should include a folder for blank forms, a folder for completed waiver forms, a clipboard, pens, first aid kit and safety equipment.

___ Volunteer Waiver / Emergency Contact Form: (1 per volunteer)

Volunteers must fill out all safety and emergency contact information on waiver form and completed forms should be kept in a folder in the registration box.

___ Volunteer Registration Form: (1 per 10 volunteers)

Volunteers must sign in and sign out on the registration form in order to ensure safety equipment, and tool return and to accurately record volunteer hours.

___ Volunteer Safety Talk and Equipment Checklist Form: (1 per session)

The safety talk informs volunteers of building protocol, responsibilities, and rules. The equipment checklist helps organize safety equipment and ensure enough equipment is available for volunteers at each session.

___ Volunteer Tool and Equipment Checklist Form: (1 per session)

Volunteer tool and equipment checklist helps organize and keep track of volunteer equipment to ensure proper storage and site safety at all times.

___ Volunteer Build Report: (1 per session)

For each build session the completed Registration Form with hours totals should be filled out and submitted to the Green River Parks Department.

(email completed build report to wbratton@cityofgreenriver.org and awilson@cityofgreenriver.org.)



Green River Bike Park

Volunteer Waiver and Emergency Information Form *(Assumption of Risk, Release of All Claims)*

ACTIVITY: Green River Bike Park /Volunteer Service - Bike Park Building and Maintenance

LOCATION: Green River Bike Park at Stratton Myers Park

1. ACTIVITY AND ASSOCIATED RISKS: As a participant in the activity, I recognize the program/activity is inherently hazardous, and acknowledge that there are certain risks of physical injury.

2. ASSUMPTION OF THE RISKS AND RELEASE OF LIABILITY: In consideration of participation in the above activity, I hereby waive, release and discharge any and all claims for damages for death, bodily injury, personal injury or property damage which I may have, or which may hereafter accrue to me, as a result of my participation in this event. This release is intended to discharge in advance the City of Green River and its officers, contractors, agents, servants, volunteers and employees from and against any and all liability arising out of or connected in any way with my participation in this event, even though that liability may arise out of negligence or carelessness on the part of the parties mentioned above I also understand that any equipment that I provide or may borrow from the City of Green River or any other provider, I use at my own risk and that any such equipment is provided without any warranty about its condition or suitability.

3. INDEMNIFICATION, HOLD HARMLESS AND DEFENSE: I further agree to indemnify and hold harmless and defend the City of Green River, its officers, contractors, agents, servants, volunteers and employees from any and all claims resulting from damages for death, bodily injury, personal injury or property damage sustained by myself or my minor child/ward arising out of, connected with, or in any way associated with the above named program/activity.

4. MEDICAL TREATMENT: In the event of any emergency, I authorize City officials to secure from any licensed hospital, physician, and/or medical personnel any treatment deemed necessary for my immediate care and agree that I will be responsible for payment of any and all medical services rendered.

5. AGREEMENT TO FOLLOW PROTOCOL: I, and my minor child/ward agree to follow the directions provided to me/us, and specifically agree to follow the expressed protocol for construction and maintenance of dirt features including jumps, berms etc. and for the usage and maintenance of all tools and equipment used onsite.

6. USE OF MY AND/OR MY MINOR CHILD/CHILDREN LIKENESS: I understand that during the program/activity I may be photographed or videotaped. To the fullest extent allowed by law, I waive all rights of publicity or privacy or pre-approval that I have for any such likeness of me and/or my minor child ward or use of my and/or my minor child/ward's name in connection with such likeness, and I grant to the City of Green River, its officers, contractors, agents, servants and employees permission to copyright, and publish (including by electronic means) such likeness of me and/or my minor child/ward, whether in whole or part, in any form, without restrictions, and for any purpose.

I have fully read and understand the above named program/activity and the contents of this agreement. No oral representatives, statement or other inducements to sign this release have been made apart from what is contained in this document. **To express by understanding of this Waiver, I sign here.**

Name of Volunteer (Please Print): _____

Signature of Volunteer: _____ Date: _____

Street Address: _____ Phone: _____

City, State, Zip: _____

Email: _____

Emergency Contact: _____ Phone: _____

Medical Conditions: _____

If volunteer is under the age of 18 (a minor), this waiver must also be signed by a parent or legal guardian.

Name of Parent/Legal Guardian (Please Print): _____

Signature of Parent/Legal Guardian: _____ Date: _____



Green River Bike Park

Volunteer Registration and Build Report Form

Volunteer Build Session Information:

Date: _____ Start Time: _____ End Time: _____

Construction: _____ Maintenance: _____ Other: _____

(email completed build report to wbratton@cityofgreenriver.org and awilson@cityofgreenriver.org.)

Volunteers Must Agree To Respect The Volunteer Safety Code!

All volunteers must register and sign in/out for each build session. Volunteers must have a signed Volunteer Waiver/Emergency Contact Form on file. Volunteers must wear safety vests at all times during work sessions and are encouraged to wear sturdy clothing and boots in addition to protective equipment including: gloves, eye protection, ear protection, etc. Volunteers must help to maintain a safe, friendly work environment at all times and work cooperatively with the Volunteer Build Leader.

Volunteer Leader Information:

Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

Phone: _____ Email: _____

Volunteer Sign In/Sign Out:

1. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

2. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

3. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

4. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

5. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

6. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

7. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

8. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

9. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

10. Name: _____ Waiver: _____ Start: _____ End: _____ Hours: _____

Total Volunteers: _____ **Total Volunteer Hours:** _____



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Volunteer Safety Talk and Equipment Checklist

Volunteer Safety Talk

All volunteers must register and sign in/out for each build session. Volunteers must have a signed Volunteer Waiver/Emergency Contact Form on file. Volunteers must wear safety vests at all times during work sessions and are encouraged to wear sturdy clothing and boots in addition to protective equipment including: gloves, eye protection, ear protection, etc. Volunteers must help to maintain a safe, friendly work environment at all times and work cooperatively with the Volunteer Build Leader.

Volunteer Safety Equipment (Check Out)

___ First Aid Kit	Quantity:_____ (1 Per Session)
___ Safety Vests	Quantity:_____ (1 Per Person)
___ Gloves	Quantity:_____ (1 Per Person)
___ Eye Protection	Quantity:_____ (1 Per Person)
___ Ear Protection	Quantity:_____ (1 Per Person)
_____	Quantity:_____
_____	Quantity:_____
_____	Quantity:_____

Volunteer Safety Equipment (Check In)

___ First Aid Kit	Quantity:_____
___ Safety Vests	Quantity:_____
___ Gloves	Quantity:_____
___ Eye Protection	Quantity:_____
___ Ear Protection	Quantity:_____
_____	Quantity:_____
_____	Quantity:_____
_____	Quantity:_____



Green River Bike Park

Volunteer Tool and Equipment Checklist

Volunteer Tools and Equipment (Check Out)

- ___ Spade Shovel Quantity: _____
- ___ Square Shovel Quantity: _____
- ___ Landscape Rake Quantity: _____
- ___ Tamper Quantity: _____
- ___ Metal Rake Quantity: _____
- ___ McLeod Quantity: _____
- ___ Rock Bar Quantity: _____
- ___ ATV Quantity: _____
- ___ ATV Drag Rake Quantity: _____
- ___ Drill Drivers Quantity: _____
- _____ Quantity: _____
- _____ Quantity: _____

Volunteer Tools and Equipment (Check In)

- ___ Spade Shovel Quantity: _____
- ___ Square Shovel Quantity: _____
- ___ Landscape Rake Quantity: _____
- ___ Tamper Quantity: _____
- ___ Metal Rake Quantity: _____
- ___ McLeod Quantity: _____
- ___ Rock Bar Quantity: _____
- ___ ATV Quantity: _____
- ___ Drill Drivers Quantity: _____
- _____ Quantity: _____
- _____ Quantity: _____



Green River Bike Park

Volunteer Test Riding Protocol

Volunteer Test Riding Protocol

Test riding features in the bike park is an important aspect of performing construction and maintenance duties. Test riding park features as they are built and maintained is essential to make sure they flow properly and do not create hazardous conditions.

Volunteers test riding features during build sessions must have a signed Volunteer Waiver/Emergency Contact Form on file and are required to wear a safety vest and helmet while riding. Additional protective equipment is highly encouraged including: gloves, sturdy shoes, pads, eye protection, etc.

Prior to test riding any feature, volunteers must clear the riding and fall zones of any tools or obstacles. Volunteers who are test riding features are responsible for their own safety, should ride within their limits and skill level and must help to maintain a safe, friendly work environment at all times and work cooperatively with the Volunteer Build Leader.

