

**Volunteer Position Description  
The Nature Conservancy in Arizona  
Hidden Waters Preserve  
RV Site Host volunteer**



**Position open for application for October 2023 start**

**The Nature Conservancy (TNC):** Since 1951, The Nature Conservancy has been doing work you can believe in protecting the lands and waters that all life depends on. Through grassroots action, TNC has grown to become one of the most effective and wide-reaching environmental organizations in the world. The organization started as a totally volunteer organization and although that is not now the case, volunteers still play a very strong and important part in reaching the goals.

**The Preserve:** The Hidden Waters Preserve, located on the San Pedro River, has six miles of cottonwood-willow riparian habitat, a refuge for migrating birds, wildlife, and diverse plant species. Perennial surface flow has been restored along six miles of the river by retiring the practice of pumping 3,500 acre-feet of ground water for irrigated agriculture each year. It is located on a paved road 14 mi. north of I-10 exit 306, Pomerene Rd, near Benson, AZ.



Hidden Waters Preserve looking west ©TNC/K Kleinschmidt

**Title of volunteer position:** RV Site Host Volunteer

**I. Statement of the Position:**

The Nature Conservancy is looking for volunteers with a strong interest in environmental conservation to serve as RV site hosts at the Hidden Waters Preserve. The volunteer(s) should be self-motivated, adaptable, and creative team players. They must be willing to work a flexible schedule that may include weekends. Strong candidates will have an interest in wildlife and feel comfortable living in a remote setting.

**II. Essential Functions:**

- Work with preserve manager to establish watchable wildlife trails on the preserve.
- Clearing and maintaining roadways for future public access.
- Basic facilities repair including but not limited to minor plumbing, electrical, and carpentry work.
- General chores including litter removal, mowing, and monitoring fence lines for cattle trespass.

**III. Minimum Qualifications:**

- Physically fit – able to walk a couple miles of trails and on uneven ground.
- Valid Driver's License.
- Ability to pass a background check.
- Experience using computer applications such as Word, Excel and web browsers.

**IV. Preferred Qualifications:**

- Current in First Aid/CPR certification.
- Ability to operate TNC equipment in a safe and efficient manner.
- Knowledge of basic plumbing, electrical and carpentry skills.
- Experience in establishing and maintaining trail systems.
- Flora and fauna identification skills a plus.
- Desire to help TNC advance its conservation objectives.

**V. Responsibility & Scope:**

- May work with limited supervision.
- Interacts with the general public on behalf of The Nature Conservancy.

**VI. Time Required:** Minimum of 21 hours/week for each volunteer. Specific time flexible and coordinated with preserve manager. Volunteers may work the same schedule to provide for enjoying free time exploring.

**VII. ORIENTATION/TRAINING:**

- The manager and volunteer coordinator will deliver a thorough orientation of the preserve's programs to site hosts.
- A general TNC training is provided for all new volunteers.
- Volunteers will receive training for all special activities or tools required.

**VIII. Start time and length of assignment:** This is a seasonal volunteer opportunity. Minimum stay is 3 months but may be extended longer pending an agreement between the preserve manager and the site hosts.

**IX. Reports to the Preserve Manager.**

**X.** This volunteer position ☐ **Does** ☒ **Does not** require youth safety screening.

For questions, please email us at: [k.kleinschmidt@tnc.org](mailto:k.kleinschmidt@tnc.org) or call (520) 212-8733.

To apply, fill out and sign the following application and submit to [k.kleinschmidt@tnc.org](mailto:k.kleinschmidt@tnc.org)

# Hidden Waters Preserve SITE HOST APPLICATION



Date: \_\_\_\_\_ Are you a TNC member? \_\_\_\_\_  
Name: \_\_\_\_\_ Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Email address: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_

## 2023-24 Availability:

\_\_\_ Oct. 15–Jan. 15      \_\_\_ Jan. 16–April 30

RV Dimensions: \_\_\_ Height \_\_\_ Length \_\_\_ Width

RV Power Requirements: \_\_\_ 30 Amp or \_\_\_ 50 Amp

Please list all pets: \_\_\_\_\_ (See “Rules and Regulations” item #7 for more information about pets.)

## REFERENCES: (Please list three volunteer or professional references. Do not list family members)

Name	Phone	Email
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please submit the site host application, a cover letter , AND your résumé to Kathleen Kleinschmidt, Preserve Manager, at [k.kleinschmidt@tnc.org](mailto:k.kleinschmidt@tnc.org) with SITE HOST in the subject line or by mail to: Kathleen Kleinschmidt, 4212 N. Cascabel Road, Benson Arizona 85602.

## Why Volunteers Matter

The Hidden Waters Preserve, Arizona's newest Nature Conservancy preserve, was acquired in 2003 but only recently designated as a preserve in 2022. The success of the preserve's programs depends in large part on the active involvement of our volunteers. Volunteer site hosts give us the ability to create a welcoming space for the future visiting public while focusing on the conservation and restoration of our surrounding ecosystem.

## **Skills and Interests:**

(Check all areas that apply)

### **Indoor/Administrative**

\_\_\_ Creative Writing      \_\_\_ Grant Writing      \_\_\_ Map/GIS (prior exp. only)  
\_\_\_ Photography      \_\_\_ Youth Outreach      \_\_\_ Graphic Design  
\_\_\_ Public Outreach      \_\_\_ Public Speaking      \_\_\_ Catalog/Archive Library

### **Outdoor/Field Work**

\_\_\_ Invasive Species Management      \_\_\_ Field Trip Leader  
\_\_\_ Trail Maintenance/Construction      \_\_\_ Geology      \_\_\_ Bird ID  
\_\_\_ Botany      \_\_\_ Herpetology      \_\_\_ Revegetation  
\_\_\_ Basic Plumbing      \_\_\_ Basic Wiring      \_\_\_ Carpentry  
\_\_\_ Monitoring Water Quality      \_\_\_ Surveying      \_\_\_ Chainsaw

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **Hidden Waters Preserve Site Host**

### **Rules and Regulations**

1. This volunteer position serves at the discretion of the preserve manager.
2. This position will be overseen by the preserve manager and appointed staff.
3. Site host(s) might be asked to leave with no given cause.
4. Signing a SITE HOST Waiver and Release Agreement is required.
5. Background screening required.
6. Minimum stay is 3 months but may be extended longer pending an agreement between the preserve manager and the site hosts.
7. Site Hosts must work a minimum of 21 hours per week and can be worked together.
8. Any pets must live inside your RV (not tied, free ranging or kenneled outside).
9. Site host position cannot accommodate young children.
10. Respect flora, fauna and riparian areas while living on the preserve.
11. No selling of goods or services on the premises for personal gain.
12. No loud or aggressive behavior.
13. No smoking while at the buildings onsite or on the trails.
14. No collecting of historical artifacts.

15. No use of illegal drugs. Alcohol is allowed at the RV sites while the preserve is closed.
16. No firearms or weapons allowed on the property.

### **Hidden Waters Preserve Info**

1. One 50-amp RV site available.
2. Water, sewer & power hookups available.
3. Wi-Fi is available.
4. Cell phone service: Limited T-Mobile.
5. There is no TV hookup available at the RV sites.
6. The closest town for extensive goods and services is Benson which is 20 miles away. Tucson and Sierra Vista are 60-70 miles from the Preserve.
7. Nearest laundry facilities are in Benson.
8. The preserve has one paid staff on site.

### **Preserve & Area Amenities**

1. 1800 + acres of beautiful riparian and mesquite bosque habitat to enjoy on the preserve.
2. The San Pedro River is a migratory flyway and offers amazing opportunities for avian and other wildlife viewing.
3. Centrally located in southeastern Arizona, Hidden Waters is a great take off point for exploring nearby locations, a few of which are the Chiricahua Mountains, Wilcox Playa where the Sandhill cranes overwinter, historic towns including Bisbee and Tombstone, Arizona state parks, Kartchner Caverns, numerous hiking trails, Patagonia Lake, Parker Lake, and of course the other southeast Arizona TNC preserves Muleshoe Ranch Preserve, Ramsey Canyon Preserve, and Patagonia Sonoita Creek Preserve.
4. Horse corrals available onsite.
5. Weather: It is usually very pleasant from fall through spring. During the winter overnight temperatures regularly drop below freezing, but daytime temperatures are normally pleasant.

Oct. 81° / 45°

Nov. 71° / 32°

Dec. 65° / 28°

Jan. 63° / 28°

Feb. 68° / 30°

Mar. 73° / 35°

Apr. 80° / 40°

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_