



Where to report for community service

- Anthem Hills Park, 2256 Reunion Dr. (at Sonatina Drive)
- Arroyo Grande Sports Complex, 298 Arroyo Grande Blvd. (at American Pacific Drive)
- Morrell Park, 500 Harris St. (at Basic Road)
- Rodeo Park, 810 Aspen Peak Loop (Boulder Highway & Sky Forest Drive)
- Russell Road Recreation Complex, 5901 E. Russell Rd. (at Stephanie St.)
- Stephanie Lynn Craig Park, 1725 Galleria Dr. (at Russell Road)

Report to: _____ **Your start time is:** _____

Your schedule is: _____

What to wear or bring:

- | | |
|--|--|
| <input type="checkbox"/> Denim jeans/pants | <input type="checkbox"/> T-shirt/sweatshirt (no tank tops or spaghetti straps) |
| <input type="checkbox"/> Work gloves | <input type="checkbox"/> Tennis shoes/work boots (no open-toed shoes or sandals) |
| <input type="checkbox"/> Lunch | <input type="checkbox"/> Water |
| <input type="checkbox"/> Timesheet | <input type="checkbox"/> Sunscreen |

You are responsible for dressing appropriately for the weather.

Possible job duties (but not limited to)

Cleaning bathrooms, raking, organizing shop area, digging, cleaning trash barrels, cleaning picnic tables, cleaning barbecues, removing graffiti, pulling weeds, painting, and other duties as needed and assigned.

Please review the following:

Illness: If you are not feeling well, please refrain from reporting to your assigned work area. Call your supervisor at: _____ 4-8 hours before your shift begins. Failure to contact us before your shift begins may result in a no call, no show, which will terminate your community service with the City of Henderson Parks and Recreation Department. You will then need to find an alternate community service provider.

Behavior: Please treat the Parks staff with respect. Any community service applicant that does not behave or work properly within park guidelines may be sent home and not allowed to return to complete community service hours. Notice of inappropriate behavior may be reported back to the court.

Schedule: When you arrive at your assigned park area, please let the Parks staff person you are reporting to know the number of community service hours you need to complete. Always notify Linda Upton if you need to make a change in your schedule. All shifts start at 6:00 a.m.

Timesheets: Bring your timesheet each day you report for service. It is your responsibility to keep it with you while completing your community service hours. Do not leave it with Parks staff. It is your responsibility to get your timesheet signed and back to the court.

Please sign below to acknowledge you have read and agree to the guidelines as a participant of community service with the City of Henderson Parks and Recreation Department.

Signature: _____ Date: _____