

Friends of Saratoga Spa State Park Volunteers

Invasive Species Task Force Procedures

1. Fill out the park's Volunteer Waiver (must be done annually)
2. Attend training session with a Regional Stewardship Technician or approved educator
 - a. Tool safety training/restrictions
 - b. Identifying invasive species, look alike non-invasives species
 - c. Invasive species management techniques
 - d. Defined work areas, provide maps
 - e. Training on work session tracking process; paper vs. online options (Google form or paper)
3. For each work session, sign in at the Park Office and:
 - a. Pick up a vest
 - b. Borrow a tool(s), if needed
4. Work in an approved area, if in the woods, a partner must be present
5. At the end of the two (2) hour work session **and prior to 3:30 PM**, sign out at the Park Office and:
 - a. Return the vest
 - b. Return any borrowed tools
6. Record the results of your work session on the paper form provided or electronically using Google [Forms](#).
 - a. One form per group session listing all participants should be completed and left with the desk attendant. A separate form must be filled out for each area worked on.
OR
 - b. If using the electronic form, complete within 48 hours of the work session, one for each area worked on.