

DOUGLAS COUNTY

KIDS' FISHING DERBY

JUNE 1st & JUNE 2nd, Lampe Park, Gardnerville, Nevada

Volunteer Information Packet 2024

The dedication and generosity of local volunteers over the past 30+ years has allowed the Kids' Fishing Derby to grow from serving 300 kids in its first year to over 2,000. We would like to thank all of the returning volunteers and warmly welcome all of our new volunteers.

Volunteers are needed to perform a variety of duties to make the Derby a success. The **minimum age** to be a volunteer is **13 years of age**. **River Help volunteers from 13 through 15 years old must attend River Help Training** and work with an adult sponsor, who will be responsible for them at all times. (If you are 13 to 15 years old and do not have an adult sponsor, please check the 'Need Sponsor' box on the Contract Form and the committee will match you with a sponsor.)

VOLUNTEER JOB DESCRIPTIONS

1. **Set Up** – includes the setting up of fences, gates and volunteer stations, canopy construction (such as Check-In Station, Refreshments, fish cleaning area, etc) on Wednesday, June 3rd, Thursday, June 4th and Friday, June 5th.
2. **Tear Down** – includes the removal of fencing, gates and volunteer stations, and general clean-up of Lampe Park on Sunday, June 7th, after the end of the Derby.
3. **Remove Fish** – at the end of the derby on Sunday June 7th, volunteers will help net the remaining fish for loading on the fish truck to be planted elsewhere. (Volunteers should have waders for this task, as you will have to get into the river.)
4. **Fish Weighing Station** – weigh fish brought to the weighing station and record information for largest fish awards.
5. **Fish Cleaning Station** – clean fish for participants. Also includes volunteers to haul 5 gallon buckets of water for fish cleaners, dumping waste water and refilling fresh water.
6. **Tagged Fish Prize Station** – assist in removing tags from fish, record participant information for prizes, and assist participants in selecting prizes for tagged fish.
7. **Ticket Gate Keeper** – responsible for ensuring participants are fishing on the right day, at the right time and in the correct area. It is the Ticket Gate Keeper's job to collect a ticket from every participant who passes through the gate. Preschool participants **may have one (1) parent** go through the gate with them – **only in the preschool area**. Responsibilities also include keeping adults who are **not volunteers** out of the river area; ensuring no tackle boxes, chairs, strollers or ice chests enter the river area; and keeping the KFD's loaner poles inside the gated area. Then required to hand out a prize or prize bag to each kid on the way out.
8. **Tackle and Loaner Rod Station** – responsible for rigging the poles with hooks and weights, along with supplying tackle and bait to the River Help volunteers. The Derby has a number of rods and reels that are loaned out for each fishing session. Volunteers will issue rods when necessary and clean/repair them if needed prior to each session.
9. **River Help** – responsible for **assisting** in baiting the hooks, replacing hooks, netting and landing of the fish and removal of hooks from the fish. Volunteers may help with casting lines into the river, but **should refrain from reeling in any fish**, as it is a Kids' Fishing Derby. It is the volunteers' responsibility to make sure **no fish is put back into the river**. River Help training sessions will be held prior to the derby for anyone interested in helping on the river. **Training is required for volunteers under 16 years of age**. (See page 2 for training session dates.)
 - River Help volunteers will be assigned to the river in areas where they will be most effective in assisting the kids.
 - River Help volunteers **must have** the following:
 - A **landing net**, a long handle is preferred.(the Derby will provide plenty to use)
 - A **long nose pair of pliers**, or some other device for removing hooks from the fish. (the Derby has a few)
 - A **knife, nail clippers**, or some other device for cutting fishing line.
 - A **vest** or some other means of storing bait hooks and other items. (or a lot of pockets)
10. **River Supply Courier** – ensure the River Help volunteers have the necessary supplies to assist the kids, such as bags, hooks, sinkers, bait, and especially numerous water deliveries.
11. **Registration/Information/Volunteer Check-In Station** – assist in checking in the volunteers, distributing caps and lunch tickets, as well as providing guidance and information to the Derby participants and parents when necessary.
12. **Food Service** – prepare and/or sell concessions, food and beverages, and collect refreshment tickets.

13. **Photography** – Take pictures of the kids doing a little bit of everything, but especially fishing. Please contact a committee member for details regarding using your own digital camera & memory card configurations.

In appreciation for their efforts, each volunteer receives a Kids Fishing Derby hat. Volunteers who participate in at least two sessions in a day receive a **free lunch ticket**. Breakfast will be served from 7:00AM –10:30AM for a minimal charge. Coffee is available to volunteers at no charge.

If you are interested in volunteering for the **Douglas County Kids’ Fishing Derby 2024**, please complete and submit the enclosed Volunteer Contract Form by **Friday, May 31st** to:

**Kids’ Fishing Derby
PO Box 626, Gardnerville, NV 89410**

*Note: All volunteers must have a contract form completed **prior** to the Derby. We will not accept any forms or walk-up volunteers the day of the Derby. All volunteers must also adhere to the volunteer code of conduct.*

VOLUNTEER HELP TRAINING* MEETING DATES:

Sat, May 11th	9 AM ~ Lampe Park Pavilion
Sat, May 25th	6 PM ~ Lampe Park Pavilion
Wed, May 29th	6 PM ~ Lampe Park Pavilion

***River Training occurs immediately following the Volunteer meeting**

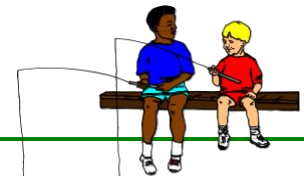
Training **REQUIRED for River Help volunteers under 16 years of age**

Douglas County Kids’ Fishing Derby, Inc. is a non-profit organization and is dependent upon the generosity of volunteers and local sponsors. Each year the Derby provides thousands of kids with a unique opportunity to experience the fun of fishing. If you are interested in becoming more involved in the Derby, would like to make a raffle prize donation, have interest in becoming a sponsor of the Derby or have any questions please feel free to contact us:

Laura Lonerio, Volunteer Coordinator	775.430.0592	lauraln1@gmail.com
Tom Zogorski, Fundraising Coordinator	775.781.4754	TomZGolf@earthlink.net
Tiffany Ellis, Kid’s Registration Coordinator	775.790.3038	KFDMediaTeam@gmail.com

Thank you for volunteering your time and talents to make the **Douglas County Kids’ Fishing Derby 2024** a success. The kids are counting on us for another fantastic year!

Sincerely,
KFD Board Members and Volunteer Committee



Please keep this information sheet for your reference. Record the date(s) and time(s) you have signed up to volunteer below as your reminder.

Set Up ~ Wed, May 29th _____ Thur, May 30th _____ Fri, May 31st _____

<p>Derby ~ Saturday, June 1 _____</p> <p>7:30 – 9:30AM _____</p> <p>10:00 – 11:30AM _____</p> <p>12:30 – 2:00PM _____</p> <p>Special Needs 2:30 – 4PM _____</p>	<p>Derby ~ Sunday, June 2 _____</p> <p>7:30 – 9:30AM _____</p> <p>10:00 – 11:30AM _____</p> <p>12:30 – 2:00PM _____</p>
Tear Down ~ Sunday, June 2nd _____	Remove Fish ~ Sunday, June 2nd _____