

Policy for Allowing Volunteers and Living History Groups to Perform at State Parks

The following procedures shall be followed to determine park program needs and volunteer qualifications.

1. The park staff is responsible for planning special interpretive programs and observances at the park during the year. In so doing, it will be guided by the appropriateness of the event with regard to the interpretive themes and historic time frames of the park. Other considerations for special programs and observances will be the availability of funding and personnel, policy conflicts, media publicity, operational impacts, and logistical concerns, as determined and approved by the Park Superintendent.
2. To be considered for participating in a special event, a volunteer or living history reenactment group must submit a detailed written proposal describing its program and how it will participate in the event. Park staff will evaluate the appropriateness of the activity and capabilities of the individual or group. For first-time appearances in a park, the individual or group is required to submit a resume of qualifications, including references (five are recommended) from previous sites and events where it has performed. Living history reenactment groups or individuals must meet standards of authenticity in uniforms, weapons, and equipment suitable for the historic period they are required to portray, to the satisfaction of the Park Superintendent. They must also meet Division standards of safety to the satisfaction of the Park Superintendent.

In the case of historic weapons firing, the individual or group must meet the standards of safety as described in the *Regulations for Historic Weapon Demonstrations at State Historic Sites* and be supervised by a Division employee who has received at least 16 hours of classroom and practical training in the use of historic weapons at state historic sites. Groups acting under a special use permit and not participating in the Division's volunteer program are also required to carry liability insurance and provide proof of this coverage.

3. The group or groups whose proposals and references are deemed most appropriate for a special event will be determined and selected by the park staff, and invited to attend the event. Participation in an event is done solely on an invitational basis from the park. The park is under no obligation to invite every group which applies to attend an event, nor to provide other programs on an "equal time" basis to other groups or individuals. The Park Superintendent will inform groups that are not selected of the reasons why their proposal was not accepted.
4. During a special event, a group or any of its members may be removed from the event at the discretion of the Park Superintendent, or any of the park staff, for violations of contract, event guidelines, authenticity, safety, or park regulations.
5. Special events with the volunteer or living history groups involving any payments of monies, demonstrations with dangerous weapons such as firearms or edged weapons, or lasting a duration of more than one day will be performed on a contract basis using a form contract through the Concessions Manager of the Division of Parks and Recreation.
6. Park staff will complete a program evaluation of the individual or group following the event and furnish copies to the District Superintendent and the group. Form IE-6 in Appendix G of the Division's Interpretive Program Guidelines could be used as an evaluation instrument. The evaluation will include a specific recommendation, based upon their performance, on whether or not the group should be invited to future events. Strengths or weaknesses should be noted for the information of the group and future event sponsors.