

Site Steward Guidelines

1. Complete CDAS / site steward training and be set up at an assigned site by the Site Steward coordinator or CDAS mentor.
2. Visit your assigned site a minimum of twice in a calendar year. For safety, always visit with a partner. If your partner is not available use the Substitute Site Steward list at <https://www.anzaborregoarchaeo.org/members/> to find a partner.
3. Send an email to Hayley.Elsken@parks.ca.gov and Pat Downing pdsnewmail@gmail.com prior to your visit letting them know the date of your upcoming site visit.
4. Email the completed site report to Hayley.Elsken@parks.ca.gov and Pat Downing pdsnewmail@gmail.com within two weeks of the site visit. Include the following forms: Photo Stations, Steward Monitoring Report, and photos of your site (Instructions on website under “How to Submit a Site Report”)
5. Anyone accompanying the site steward on their visit must be an existing CDAS volunteer or approved in advance by Hayley Elsken and have signed the park confidentiality agreement. Email Hayley well in advance of the scheduled site visit for approval.
6. Log the time spent at your site, travel time, and time preparing reports and photos in Better Impact.

If you have questions email:

pdsnewmail@gmail.com

Pat Downing Site Steward Coordinator (Vol)

Hayley.Elsken@parks.ca.gov

Hayley Elsken Assoc. State Archaeologist