

# Internship Role Description

## CONSERVATION INTERN

### ABOUT PHILLIP ISLAND NATURE PARKS

Phillip Island Nature Parks (**Nature Parks**) is a leading conservation and ecotourism organisation. The Nature Parks manages over 1,805 hectares of Crown land which includes a variety of coastal reserves, wetlands and woodlands. Each year the Nature Parks attract over 1.3 million visitors to our five world-class ecotourism attractions including the iconic Penguin Parade, the Antarctic Journey at the Nobbies Centre, Wild Oceans EcoBoat tours, the Koala Conservation Centre and Churchill Island Heritage Farm. As a self-funded, not-for-profit organisation, the Nature Parks' ecotourism attractions deliver ongoing funding for our environmental, conservation, research, education and social programs.

We recognise that many areas, which we manage, hold deep cultural and spiritual significance for Aboriginal people. We acknowledge the Traditional Owners, Elders past and present the ancestors and their spirits of the land.

The Nature Parks Volunteer Program currently has over 200 devoted volunteers annually. Volunteers work directly with the Nature Parks, as well as with our partner community groups. All volunteers bring passion and knowledge to the Nature Parks, helping in a number of roles from guiding visitors, penguin research, revegetation and administration.

### PHILLIP ISLAND NATURE PARKS CORE VALUES

**Communication** - open and transparent sharing of information coupled with openness in our decision-making that values sharing ideas and consultation

**Growth and Development** – providing opportunity, embracing new ideas and encouraging personal and professional development

**Leadership and Team Work** – supporting and inspiring one another, the community, environment and our visitors in everything we do.

**Respect and Integrity** – treating people and our environment with fairness and integrity

**Responsibility** – personal ownership of behaviours to create solutions and take action to create a better future for the environment, community and our organisation

**Sustainability** – a commitment to balance environmental, social and economic interests for now and the future

## MISSION

To conserve and enhance the Nature Parks environment for current and future generations, achieving a balanced environmental, economic and social outcome.

## VISION

To be a world-recognised place of conservation excellence, providing outstanding and authentic experiences for all.

## CODE OF CONDUCT

Nature Parks employees are equally responsible for the success of the organisation. The organisation promises to create an environment in which all staff members can reach their full potential.

To achieve our success all employees promote our culture through conduct which supports our environment, visitors, suppliers, stakeholders and one another.

We achieve this through employees upholding the visions, values of our organisation, conducting work practices in-line with code of conduct and organisational policies and procedures.





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<p><b>ROLE DESCRIPTION</b></p>	<p>This internship plays an important role in helping achieve our conservation outcomes. The primary purpose of this role is to help monitor wildlife and introduced species, where the collection and collation of data will help inform management decisions of wildlife and pest animal species.</p> <p>This internship is ideal for people interested in ecology and conservations, wanting to gain work experience in this field. The role primarily provides benefit to the individual undertaking the internship placement.</p>
<p><b>WHAT WILL YOU BE DOING?</b></p>	<p><b>As a Conservation Intern you may:</b></p> <ul style="list-style-type: none"> <li>• Assist with the monitoring of wildlife (e.g. seals, hooded plover)</li> <li>• Assist with the deployment of remote cameras in the field for monitoring of wildlife and introduced predators</li> <li>• Collect and collate field data</li> <li>• Sort data and enter information into databases</li> <li>• Explore and analyse the data and provide a report</li> <li>• Undertake other conservation projects including pest animal control, research, habitat restoration projects.</li> <li>• Listen to, and take direction from staff</li> </ul>
<p><b>WHO ARE WE LOOKING FOR?</b></p>	<p><b>People who are:</b></p> <ul style="list-style-type: none"> <li>• Friendly and easy to talk to</li> <li>• Team players and can work independently</li> <li>• Proactive, motivated and have initiative</li> <li>• Reliable and punctual</li> <li>• Interested in ecology and conservation</li> <li>• Good work ethic</li> <li>• Enrolled in Environmental Science course or similar</li> <li>• Available to attend training and meetings as required</li> <li>• Computer database knowledge (Microsoft)</li> <li>• Basic skills in coding and script are desired, but not essential.</li> <li>• Maintain professional integrity and confidentiality</li> </ul>
<p><b>COMMITMENT</b></p>	<p>Shifts are between from 7:00 am to 6:00 pm (for duration of 7.5 hours from the time you start) – three to five days per week. We have two internship opportunities – one for a three-month <b>(3 month) period between April to August to March 2020</b> and one for a <b>three-week (3 week) period between April to May 2020</b>.</p> <p>There will some flexibility in working days/ hours, short time period off, depending on your availability and requirements of your university.</p>
<p><b>BENEFITS OF VOLUNTEERING</b></p>	<p><b>Interns will:</b></p> <ul style="list-style-type: none"> <li>• Have an opportunity to be involved in conservation work and be directly involved in working towards the Nature Park's conservation goals</li> <li>• Learn about the conservation work at the Nature Parks</li> <li>• Be part of the friendly and professional Conservation team</li> <li>• Receive on the job training in wildlife monitoring</li> <li>• Have an opportunity to learn new skills</li> </ul>



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	<ul style="list-style-type: none"> <li>Have an opportunity to get involved in other volunteer roles subject to interest, availability and suitability</li> </ul>
<b>TRAINING</b>	<ul style="list-style-type: none"> <li>Online Induction</li> <li>Site induction and on-the-job training</li> <li>All volunteers will be briefed and must be willing to comply with OHS instructions</li> </ul>
<b>LOCATION</b>	<p><b>Koala Reserve – 1810 Phillip Island Road, Phillip Island, Victoria 3923</b></p> <p><b>OR</b></p> <p><b>Cowes Office -</b></p>
<b>REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>Bring your own lunch and water</li> <li>18 years or older</li> <li>Ability to spend long periods of time in front of a computer screen maintaining a high level of concentration</li> <li>Reasonable level of fitness including the ability to stand for long periods of time and walk long distances on uneven ground</li> <li>Provide your own field work wear including sun protection (hat, drink bottle), sturdy boots, outdoor clothing (including long pants, long sleeved shirt).</li> </ul>
<b>ASSISTANCE</b>	Backpacker accommodation will be provided for workdays
<b>SELECTION PROCESS</b>	<p>Please apply online here, including your Resume and Cover Letter:  <a href="https://app.betterimpact.com/Application?OrganizationGuid=12f254de-859b-4d10-a2bf-edac20697ff1&amp;ApplicationFormNumber=3">https://app.betterimpact.com/Application?OrganizationGuid=12f254de-859b-4d10-a2bf-edac20697ff1&amp;ApplicationFormNumber=3</a></p> <p>Applications close on <b>27<sup>th</sup> of March 2020</b> and interviews held on <b>Thursday 2<sup>nd</sup> of April 2020</b>.</p>

### Volunteers are required to:

- Agree to uphold the Nature Parks mission, vision and values
- Behave in ways consistent with the Nature Parks Code of Conduct, and comply with workplace policies and procedures (including the Nature Parks Social Media Policy)
- Agree to work in a manner that is safe to themselves, other volunteers, paid staff and visitors
- Inform the Nature Parks of any pre-existing medical conditions, injury or illnesses or changes to their physical or mental health that may affect their ability to undertake their role as a volunteer
- Agree to undertake duties and the minimum service requirements specified in the Volunteer Position Description
- Participate in compulsory Online Induction and any compulsory training relevant to the Volunteer Position Description
- Identify opportunities to improve the Volunteer Program

## WORKING AND ENVIRONMENT CONDITIONS

- You will be working in an outdoor environment

[www.penguins.org.au/volunteers](http://www.penguins.org.au/volunteers)