



# **Bruny Island Quarantine Station Volunteer Caretaker Summer Program October 2018 to May 2019**

## **INFORMATION AND APPLICATION FORM**

Quarantine peninsula as seen from near Roberts Point

### **Introduction**

The Quarantine Station Volunteer Caretaker Program on Bruny Island provides opportunities for volunteers to enjoy living on a peninsula extending into Barnes Bay in a heritage listed cottage originally built for the Medical Superintendent in 1884.

Volunteer Caretakers will provide a physical presence at the Quarantine Station, open the Station for visitors from Thursday to Monday to provide visitor information about the heritage self-guided walk, provide other information about the natural history of the area, carry out minor maintenance and assist with coordination of other Parks and Wildlife Services (PWS) and Friends of Bruny Island Quarantine Station (FOBIQS) activities at the site.

A stint at the Quarantine Station could serve as an 'apprenticeship' for those people seeking volunteer positions at more challenging PWS locations such as Melaleuca, Deal Island or Maatsuyker Island.



## About Bruny Island Quarantine Station

The Quarantine Station consists of a peninsula of 128 hectares extending into Barnes Bay at Bruny Island. Although a peninsula the Station looks and feels like an island.

The people of the Nuenonne Aboriginal Tribe were the traditional owners of Bruny Island, Van Diemen's Land including the land now occupied by the station.

Eras of the Quarantine Station are:

- Pre 1830 – Traditional owners
- 1856-1884 European settlement
- 1884-1908 State quarantine
- 1908-2002 Commonwealth quarantine includes:
  - 1914 - German prisoner of war internment
  - 1919 – Influenza pandemic
  - 1950s -1968 Plant quarantine
- 2003 – State Government responsibility Parks and Wildlife Service
- 2011 – Friends of Bruny Island Quarantine Station formed as a group for the purpose of: “Support the management, conservation and public appreciation of the Bruny Island Quarantine Station”.

## Program Dates and Duration

The program of 7 placements will commence on **Wednesday 17<sup>th</sup> October** conclude on **Tuesday 30<sup>th</sup> April 2019**. Please note that there is some flexibility around the timing of placements particularly if potential caretakers have skills that would enable them to undertake priority tasks.

Volunteer Caretakers will be asked to cover a four-week block opening Thursday through to Monday with the change-over day being a **Wednesday**.

The Station gates will remain closed Tuesdays and Wednesdays. Having the gate closed prevents vehicle access although caretakers will need to appreciate that the Quarantine Station Reserve is open to the public and there are no restrictions on pedestrian access provided visitor behaviour is appropriate.

Although the gates are closed on Tuesdays and Wednesdays arrangements will be made to permit special groups access to the site subject to the convenience of the caretakers. FOBIQS members will also assist as required for group visits if the caretakers are not available due to other commitments.

Outgoing Volunteer Caretakers will be asked to brief the incoming caretakers along with a person from PWS and FOBIQS.

## Volunteer Caretaker Duties will include:

- Opening the gates to the site and displaying welcoming flags at gate and jetty area on days when site is open;
- Meeting and greeting visitors and providing information about the Station;
- Monitoring and recording visitor numbers and impact and conduct visitor surveys if required;
- Maintaining an obvious presence to protect the site from inappropriate behaviour by visitors and communicating with PWS Bruny Island on any issues of concern;
- Carrying out minor maintenance tasks as identified in the approved work program;

- Acting as first response in the event of emergency and make room for communication hub if needed;
- Reporting issues such safety hazards and bushfire risk to PWS Bruny Island staff including display of Total Fire Ban sign when required; and
- Other tasks identified and appropriate to the capacity of individual Volunteer Caretakers.

**Volunteer Caretakers will not be required to:**

- Be involved in any law enforcement activities, or confront visitors over any such issues, unless there is an immediate risk to personal safety.

**The Parks and Wildlife Service will provide:**

- Accommodation at the ‘Doctor’s Residence;’
- Support by phone and in person as needed;
- Emergency communications;
- First aid kits;
- Any Personal Protective Equipment (PPE) tools and equipment necessary for minor maintenance duties; and
- Items of clothing to identify Volunteer Caretakers (VEST, hat and name badge).
- Voucher for one return ferry trip Kettering to Bruny Island.

**Volunteer Caretakers will be expected to provide:**

- All food for the duration of their duty;
- All clothing apart from uniform items (see above);
- Sturdy work boots
- All bedding and linen; and
- Own vehicle for transportation to Quarantine Station.

**Accommodation**

Volunteer Caretakers will be accommodated in the ‘Doctor’s Residence’. The heritage listed building (circa 1885) is a modest timber one-bedroom house with the following facilities:

- Well-appointed kitchen with all utensils, electric hot water, refrigerator, microwave and stove;
- One bedroom with double bed and two single beds;
- External, attached bathroom with hot shower, hand basin and toilet;
- Lounge room with wood heater, library and television;
- Verandah looking over Shelter Cove;
- Mains electricity
- Telephone – mobile for incoming calls (voice and text) and outgoing – **TEXT** only;
- External laundry with washing machine and basin; and
- Parking close to the quarters

The Volunteer Caretakers will have sole occupancy of the Doctor’s Residence. On occasion PWS Staff/FOBIQS may, when on site require access to the kitchen facilities.

## **Qualifications and Selection Criteria**

Volunteer Caretakers will not require specialist or trade qualifications. General knowledge of the area, communication skills and practical skills will be useful. If, however, you have specialist qualifications that you consider may be useful (eg carpenter, electrician, chainsaw operator, coxswain) please advise us on the program application form. Special skills in arts, culture and sciences, education (eg writing, painting, composing, botany) are highly regarded and should also be mentioned.

## **Volunteer Caretakers will be selected according to how well they meet the following selection criteria:**

- Ability to live and work in a semi-remote location, with limited 'home comforts' for the four-week period;
- Ability to communicate well with a broad range of visitors expected at the Quarantine Station;
- Knowledge of, or the ability to rapidly acquire knowledge of, the cultural and natural history of the Bruny Island Quarantine Station;
- Possessing a broad range of practical skills appropriate to undertake routine maintenance tasks;
- Ability to work with a range of other FOBIQS volunteers on larger projects at the site; and
- First aid qualifications or medical knowledge highly desirable for at least one member of each team.

## **Induction**

The Parks and Wildlife Service and accredited FOBIQS members will conduct induction and familiarisation sessions for caretakers on site at the Station on the **Wednesday** of commencing the placement.

All applicants are encouraged to join WILDCARE and nominate FOBIQS as interest and to attend one (or more if you wish) working bees conducted by FOBIQS during the year. This will provide an opportunity to assess the accommodation and the ambience of the station to help determine if a volunteer posting would suit you. Working bees are generally held by FOBIQS on designated Saturdays and Tuesdays.

## **Occupational Health and Safety**

The provision of a safe working environment and safe working procedures is mandatory for all works carried out by PWS. The Volunteer program at Quarantine Station will be carried out according to all current safe-working guidelines. Volunteers will be made familiar with these procedures during the Induction and will be expected to adhere to them.

## **Conditions of Engagement in Volunteer Program**

All people volunteering with Parks and Wildlife Service are required to conduct their duties in accordance with the State Service principles and Code of Conduct. Agency expectations will be explained at the Induction.

## **How to Apply**

If you are interested in taking part in the Volunteer Caretaker Program, complete the Application Form included with this information package. Please be aware that completion of the application form does not guarantee a place on the program.

## **Closing Date**

Applications for the initial placements in the Program will close on **Friday 24th August 2018**.

## **Further information**

For further information about the Quarantine Station and any questions about the facilities please contact the President Friends of Bruny Island Quarantine Station (Kathy Duncombe) by landline 0362606287 or mobile 0439207035 or by email [kdunc@activ8.net.au](mailto:kdunc@activ8.net.au)

There may be options for shorter or longer placements and it may also be possible to arrange for FOBIQS members to cover for a weekend if caretakers need to leave the Station to attend to matters of pressing necessity. Please discuss these issues with Kathy Duncombe.

Please indicate if you are interested in being placed on an on-call list for emergency replacements of all or part of a four week period.

## **Selection**

All applications will be assessed by a three person panel of PWS and FOBIQS nominees. Applicants will be notified if they have been successful by **Friday 7<sup>th</sup> September 2018**.