# The Department of Natural Resources and Environment Tasmania – Parks & Wildlife Service



June 2024

**Expressions of Interest are currently being called for   
Volunteer Caretakers at Melaleuca**

The Department of Natural Resources and Environment Tasmania (NRE Tas) is calling for expressions of interest for Parks and Wildlife Service (PWS) Volunteer Caretakers, working in pairs, at Melaleuca, located in Southwest National Park for five-week placements between November 2024 – April 2025.

The Melaleuca Volunteer Caretaker Program provides an opportunity for volunteers to live and work in an extraordinary and remote location within the Tasmanian Wilderness World Heritage Area (TWWHA), whilst assisting PWS in caring for the campground and providing visitor information.

## The Volunteer Caretaker Program provides many benefits to the community, including:

* Visitors to the site benefit from the welcome, information and attention to facilities provided by Caretakers,
* PWS benefit from having Caretakers present to report any maintenance issues and provide any feedback about visitor experiences,
* Caretakers greatly enjoy the chance to live in a beautiful remote area, connecting with a range of like-minded people, and assisting in caring for our wild places, while enjoying an active volunteering experience.

## What does the volunteer caretaker role involve?

* Living on site at Melaleuca and staying in shared accommodation (or camping),
* Welcoming visitors to Melaleuca and providing information in relation to the local areas and surrounding National Park,
* Ensuring facilities are clean, in good working order, reporting any issues to PWS staff,
* Minor site maintenance as identified in consultation with the contact ranger,
* Working collaboratively, where required, with PWS staff, commercial tour operators and other volunteers, including the Orange-bellied Parrot (OBP) program volunteers,
* Providing regular operational reports to the contact Ranger.

## About the site

Laying deep within the TWWHA, the tiny settlement of Melaleuca is a special place to visit. Part of the Southwest National Park, Melaleuca is one of Tasmania’s most remote areas managed for visitors, and can only be reached by light plane, watercraft, or by multi-day walks.

Despite this remoteness, Melaleuca attracts a variety of visitors and can be busy during the warmer months. For bushwalkers undertaking the multi-day [South Coast Track](https://parks.tas.gov.au/Pages/South-Coast-Track.aspx) or the Port Davey Track, Melaleuca is the start, finish, or halfway point of their walk. The settlement is also popular with commercial and private boat-based visitors who are exploring the magnificent Port Davey-Bathurst Harbour area.

Facilities at Melaleuca include a gravel airstrip, public toilets, two walker huts that sleep up to 20 people, a small campsite, the Deny King Heritage Museum, private residences and the PWS staff and volunteer accommodation.

You can learn more about the site on the NRE Tas website: [Melaleuca | Parks & Wildlife Service Tasmania](https://parks.tas.gov.au/explore-our-parks/southwest-national-park/melaleuca)

**What does the role supply?**

Volunteer Caretakers live in shared accommodation in the PWS staff and volunteer quarters. The quarters consist of a small, solar powered two-bedroom cottage with a fully equipped kitchen adjacent to the public huts and campground. The kitchen includes a fridge, oven, and all cooking equipment. There is a simple camp-style hot water shower below the cottage, and the shared public toilet is a short walk away. There is no laundry, other than a sink for hand-washing clothing, and a clothesline.

The quarters are shared, at times, with two others - either NRE Tas volunteers and/or staff. Other staff and volunteers may also use the cooking and storage facilities from time to time. Caretakers are welcome to bring free standing camping facilities if separate accommodation is preferred.

Parks and Wildlife Service supply:

* Return trip from Hobart to Melaleuca via light aircraft - including luggage, up to a total of 80kg per team,
* Basic living consumables (e.g., dishwashing liquid),
* Volunteer vest and badge,
* Personal protective equipment for required jobs,
* First aid kit and AED,
* Cleaning materials, tools, and equipment,
* Site information and relevant visitor resources,
* Communication equipment – including access to Wi-Fi at the Troedel Shelter (may be slow/unreliable at times and use is to be minimised), satellite phone and VHF radio.

Volunteers are asked to supply:

* Food and personal items for the 5-week duration of their stay,
* All linen, bath towels, bedding materials (including mattress protector),
* Sturdy work boots and clothing for variable weather conditions and work tasks.

Volunteers are asked to be flexible and well equipped for self-sufficiency during their time as Caretakers, noting that flights may be delayed by several days due to inclement weather.

**What support does the role receive?**

We aim to have a positive, collaborative, and considerate relationship with our Caretakers. Volunteers are supported by the Melaleuca Ranger team and the Regional Volunteer Facilitator. Staff will check-in regularly throughout your time and Rangers will be onsite at Melaleuca to greet you.

We encourage volunteers to be pro-active with communicating any concerns they may have as soon as they arise.

Information to support the Volunteer Caretaker activity will be provided prior to participation in the program. The Regional Volunteer Facilitator will meet Caretakers before their flights to ensure that they are prepared, and the contact Ranger will meet volunteers at Melaleuca and provide an on-site induction.

To support your understanding of becoming a NE Tas volunteer, all applications are encouraged to read and become familiar with the *NRE Tas Volunteer Induction and Participation Manual* available on the NRE Tas website: [https://nre.tas.gov.au/about-the-](https://nre.tas.gov.au/about-the-department/volunteering) [department/volunteering](https://nre.tas.gov.au/about-the-department/volunteering)

**What level of health and fitness is required?**

Volunteer Caretaker roles require a reasonable level of fitness. Volunteers are encouraged to consider the location of Melaleuca, noting that health services are not available (i.e. a flight would be required to see a GP).

This volunteer role can be reasonably busy and is suitable for those who love nature, are sociable and have a love of meeting new people.

Volunteers are required to have had previous Caretaking experience and/or working or living in remote locations.

Successful volunteers should ensure all personal medications are available throughout the length of their placement. We ask that relevant health information is disclosed through your volunteer registration via MyImpact to ensure we can support Caretaker’s safe participation.

**Does the site have mobile phone coverage?**

Due to the remoteness of the site, Melaleuca does not have mobile phone coverage.

Wi-fi may be accessed at the Troedel Shelter, located next to the airstrip. Caretakers will be supplied with a code to access it. The wi-fi communication does not extend beyond the Troedel Shelter.

**Melaleuca weather**

Located in the far south-west of Tasmania, the weather is known for its extreme and rapidly changing weather – wild winds, heavy rain, and intense sunshine (often all in the space of a single day!)

Forecasts for Melaleuca’s weather can be found on the Bureau of Meteorology’s website: [Melaleuca Weather - Bureau of Meteorology (bom.gov.au)](http://www.bom.gov.au/places/tas/melaleuca/)

# How to apply

We appoint new and existing volunteers based on merit, interest, and availability.

NRE Tas volunteer roles are not paid positions, and therefore an EOI submission should not be written in the same way as a job application.

The department is interested in finding out more about you, what motivates you to volunteer, why you are interested in participating in the program and any skills or experience you might have that you think would add value to the volunteering role on offer.

This volunteer role is not well suited to solo applicants, and applications are encouraged from teams of two.

Please provide a short submission, being an email or letter addressing the volunteer criteria below (1- 2 paragraphs per criteria):

* V1 - Your interest in the volunteering opportunity – why you would like to participate?
* V2 - Your ability to be part of the team, working alongside and supporting other volunteers and staff.
* V3 - Your experience working, living, or volunteering in a remote location.
* V4 - Reasonable physical fitness, being the capacity to walk around a National Park setting and perform minor cleaning and maintenance.

Please submit your availability and preferences (in order) for the following Caretaker placements:

* 06 November 2024 – 11 December 2024
* 11 December 2023 – 15 January 2025
* 15 January 2025 – 19 February 2025
* 19 February 2025 – 26 March 2025
* 26 March 2025 – 30 April 2025

# If you have any questions or to submit your application, please contact:

Emmalene Maher – PWS Regional Volunteer Facilitator (South)

[VolunteerSouth@parks.tas.gov.au](mailto:VolunteerSouth@parks.tas.gov.au)

**Closing date:** Friday 26th July 2024