

**Department of Primary Industries Parks Water and Environment**

**Mount Field National Park Campground**

**Volunteer Caretaker Program 2018-19**

**APPLICATION FORM**

***Each person or couple applying must complete an Application Form***

***Couples please include comments from each of you in the Selection Criteria***

**VOLUNTEER 1**

Surname Given Name/s

Age last birthday Preferred name

Residential address Postcode

Postal Address (Only if different)

Phone: Home Work Mobile

Email:

*WILDCARE* 2018 membership number:

**VOLUNTEER 2**

Surname Given Name/s

Age last birthday Preferred name

Residential address Postcode

Postal Address (Only if different)

Phone: Home Work Mobile

Email:

*WILDCARE* 2018 membership number:

**EMERGENCY CONTACT DETAILS**

Name Relationship to You

State

Phone(s)

#### PREFERRED SESSION(S) IN 4 WEEK BLOCKS (rate 1 as most preferred to 6 least preferred)

November 2018

December 2018

January 2019

February 2019

March 2019

April 2019

***Volunteer changeover will be close to the beginning of each month – exact dates TBC’d***

**TRAINING AND CHANGE OVER**

Training and Induction will be provided onsite on the day that your placements starts. All Caretakers are required to attend. You will need to allow a good part of the first day for this Induction. The Caretaker Induction will be provided by: Mt Field Ranger or Pip Gowen (Southern Region Volunteer Facilitator) or another PWS staff member.

**REFEREES**

***(only needed for those applying for the first time)***

Please provide the details of two people who could comment on your suitability to undertake the type of volunteer activity requested.

Name Contact Details

Name Contact Details

#### PLEASE ADDRESS EACH OF THE FOLLOWING SELECTION CRITERIA

1. Provide a brief outline of why you would enjoy living in a semi-remote location and any experience you have of a similar nature.
2. Provide evidence of your ability to communicate with the broad range of visitors expected at Mt Field National Park
3. Describe what practical skills you would be able to apply on site.
4. Demonstrate ability to work in a team situation with other volunteers and Parks and Wildlife staff.
5. Provide evidence of your knowledge of the Mount Field National Park, including any information about time you have spent there. (not a prerequisite yet an advantage)

**LEVEL 2/SENIOR FIRST AID CERTIFICATE**

(desirable but not required)

Please attach a copy of your current *Workplace level 2 First Aid Certificate or equivalent* with this application if you have the training.

**MEDICAL DISCLOSURE**

The Department of Primary Industries, Parks, Water and Environment values the safety and well-being of employees, volunteers and others within whom we have a relationship in our places of work. We aim to minimise the risk of injury and ill health by providing safe workplaces.

To assist the Department in this regard, applicants selected for the program will be sent a *Medical Disclosure Form*. This form must be completed and returned to the Southern Regional Volunteer Facilitator before commencing duties.

*You will not be asked to complete this form if you are unsuccessful in your application.*

**POLICE CRIMINAL HISTORY**

The Parks and Wildlife Service has determined that before taking up a volunteer appointment, the person nominated for this position needs to satisfy a Police Criminal History check for:

* Crimes involving dishonesty
* Crimes of Violence
* Sex related offences
* Serious drug offences

If selected as a Volunteer, you will be acting as representatives of the PWS. It is a requirement that police checks be completed prior to starting. Regional Volunteer Facilitator (South) Pip Gowen will provide the form to use for volunteer purposes. This will ensure minimal or very low cost is incurred.

Please note it can take some time to have this form returned from the police, so it is recommended you process this as early as possible. This form must be completed and returned to the Southern Region Volunteer Facilitator in sufficient time for the check to be completed prior to commencing duties. The form will not be progressed until the placement period is confirmed.

**DISCLAIMER**

The Department’s Personal Information protection policy ensures management of personal information is in accordance with the *Personal Information Protection Act* *(2004).*

Do you consent to the Department using your personal information for the purposes for which it has been provided and for summarised general reporting on volunteering activities?

 Yes No (please circle)

By completing this form, I agree to be available for an Induction Program on the day of commencing the placement or at another time arranged.

The Information provided is correct to the best of my knowledge:

Signed 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed 2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORWARD COMPLETED APPLICATION TO:**

**Pip Gowen**

Regional Volunteer Facilitator (South)

Parks and Wildlife Service

**Email:** pip.gowen@parks.tas.gov.au

**M:** 0427 648 463

Thank you for your interest.

All applicants will be advised of the outcome of the selection process as soon as possible.