



Internship opportunity at Ningaloo Marine Park, Western Australia

Position Title:	Ningaloo Turtle Program (NTP) Team Leader
Contract Term:	8.5-week internship with the Ningaloo Turtle Program.
Duration:	18 Nov 2021 – 19 Jan 2022 (8.5 weeks)
Hours:	Approximately 45 hours/week (generally 5:30am start) including irregular hours and weekends.
Monitoring Location:	North-West Cape and Ningaloo Marine Park, Exmouth, Western Australia.
Accommodation Location:	<ul style="list-style-type: none"> ✦ Approximately 1-2 weeks camping in Cape Range National Park, Exmouth, Western Australia on a rotational basis up to 4 days at a time. ✦ Approximately 6.5 weeks accommodation in Exmouth.
Remuneration:	<p>Accommodation, a food subsidy (\$20/day), and return airfare/fuel subsidy up to value of \$800 from your principle place of residence to Exmouth are provided. Food is provided at the remote camp.</p> <p>Note: Receipts must be provided and will be reimbursed <u>after</u> the travel has been undertaken.</p>
Major responsibilities:	Assist in the co-ordination of the Ningaloo Turtle Program, including the organisation of volunteers and operation of a remote camp.
Requirements:	<p>Applicants must:</p> <ul style="list-style-type: none"> • Be at least 21 years old and already in Australia • Possess a current Senior First Aid qualification and a full manual driver's licence (no P-plates) • Be physically fit and able to walk up to 5km in soft sand daily and present fit for work whilst on duty and act in accordance with the Parks and Wildlife Service Code of Conduct. • Be able to demonstrate ability to work in a team • International volunteers must have travel insurance which covers them for any personal medical costs throughout the duration of the program, and a visa that allows for volunteer work with remuneration.

Team leaders will be required to participate in the operation of the Ningaloo Turtle Program in the Ningaloo Marine Park, Cape Range National Park and along the Northwest Cape. The position also entails administration and organisational duties based in Exmouth.

Key roles and responsibilities:

- Assist in the coordination of the daily monitoring program, including rostering, transport, data collation and equipment organisation
- Provide supervision and support to volunteers
- Participate in turtle track monitoring, training and remote camping activities as required
- Assist with training volunteers
- Set up remote camps and organise equipment in conjunction with the NTP Coordinator
- Organisation of meals and supplies for the remote camps
- Preparation and maintenance of monitoring equipment on a daily basis (including data collection tablets and radios), camping equipment and vehicles
- Daily collection and filing of data sheets, volunteer hours and training progression
- Organisation of regular social events for volunteers
- Assist in the preparation of end of season reports and updating standard operating procedures
- Provide feedback and de-briefs to volunteers and NTP staff
- Coordinate turtle rescues as required
- Assist the Communications Intern in the development and delivery of turtle education presentations to school children.

Please also read 'Team Leader Information Sheet' available at <http://www.ningalooturtles.org.au/vacancies.html>

Selection criteria:

Please address all selection criteria separately under their own headings, to a maximum of 3 pages.

Essential

1. Demonstrated organisational skills
2. Good written and oral communication skills including the ability to supervise volunteers, conduct presentations and conduct training
3. Demonstrated effectiveness in working within a team
4. Competent in the use of Microsoft Word and Excel
5. Current full Manual Motor Vehicle Drivers Licence (no P-Plates etc.) and willingness to drive a mini-van
6. Current Senior First Aid qualification (St Johns "Apply First Aid" or equivalent)
7. Demonstrated willingness to camp and work outside normal working hours and in hot conditions.

Desirable

1. Experience in the management of volunteers
2. Experience in preparing for remote travel
3. Experience in marine turtle monitoring techniques.

If you are interested in this position, please forward your CV, a letter addressing **all** selection criteria (under separate headings), and a cover note telling us 'why you think you would be successful as a Team Leader' and address it as 'NTP Team Leader application' either via email: ningalooturtles@dbca.wa.gov.au, or post to

'Exmouth Parks and Wildlife Service, PO Box 201, Exmouth, Western Australia, 6707' before 4:00pm (GMT+8), Friday 30 July 2021. Please attention to "NTP Coordinator".

For additional information please visit the Ningaloo Turtle Program website at www.ningalooturtles.org.au or email ningalooturtles@dbca.wa.gov.au or phone Ph: (08) 9947 8054.