

APPLICANT INFORMATION



Freycinet Peninsula

VOLUNTEER TRACK WARDENS 2016 - 2017



WILDCARE Volunteers admire their handiwork during Cook's Hut restoration 2007

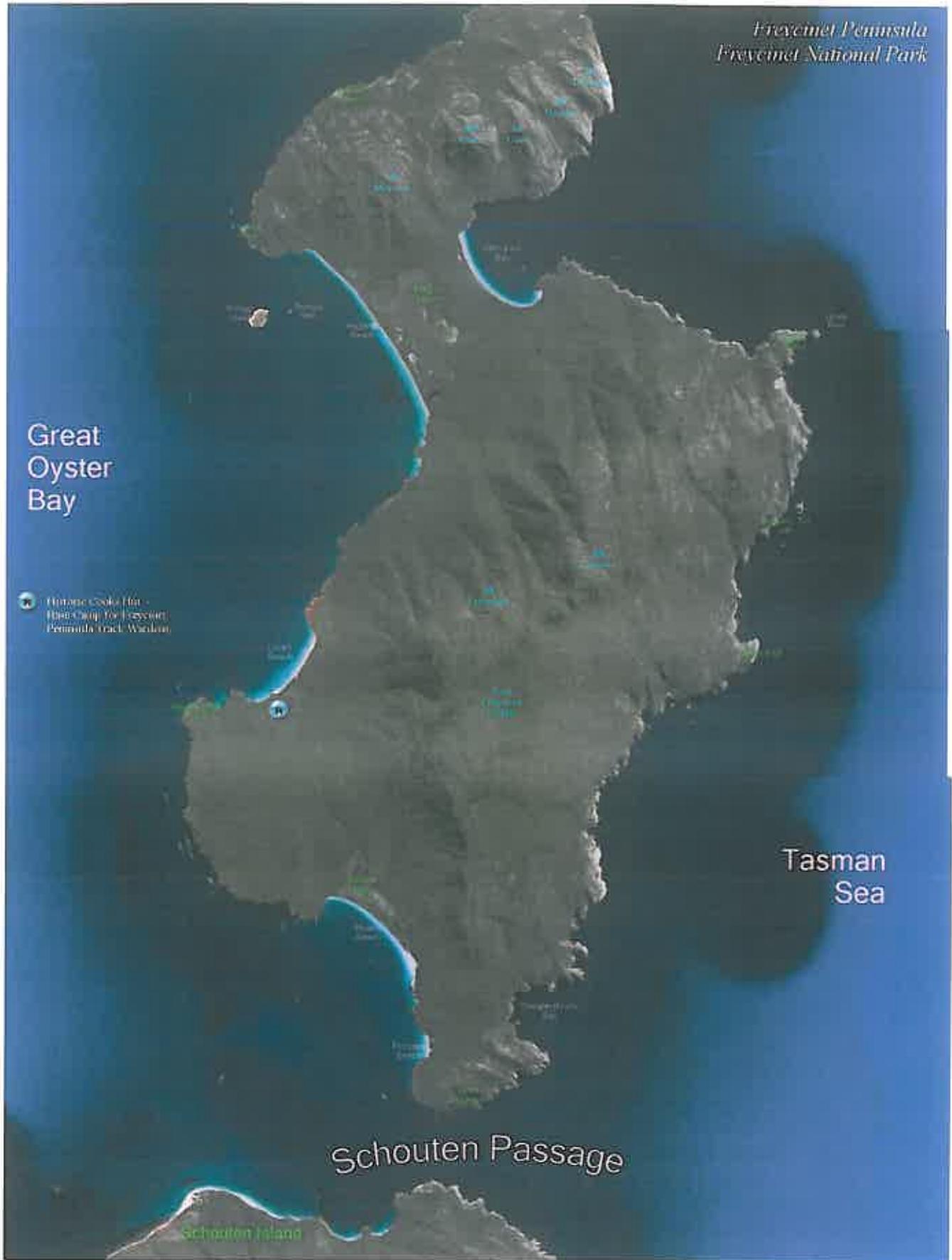


The Parks & Wildlife Service gratefully acknowledges
the support of the
WILDCARE Incorporated Friends of Freycinet
in the delivery of the
Freycinet Peninsula Volunteer Track Warden Program

Contents

CONTENTS	3
FREYCINET PENINSULA LOCATION MAP	5
ABOUT THE PROGRAM	6
WHAT WILL I BE DOING?	6
WHERE IS IT?	7
WHEN IS IT?	7
HOW DO I GET THERE?	8
WHAT DOES IT COST?	8
WHAT IF I FORGET TO BRING SOMETHING?	8
WHERE WILL I BE STAYING?	9
WHAT FACILITIES ARE THERE?	9
WHAT TRAINING DO I RECEIVE?	10
WHAT HAPPENS IN AN EMERGENCY?	10
CONDITIONS OF ENGAGEMENT / VOLUNTEER SERVICE	10
WORK HEALTH AND SAFETY	10
HOW DO I APPLY?	11
HOW ARE APPLICANTS SELECTED?	11
<u>KEY DATES</u>	12
<u>APPLICATION FORM</u>	13
<u>SELECTION CRITERIA</u>	14
<u>CONTACT DETAILS FOR THE PROGRAM</u>	15

*Freyinet Peninsula
Freyinet National Park*



Great
Oyster
Bay

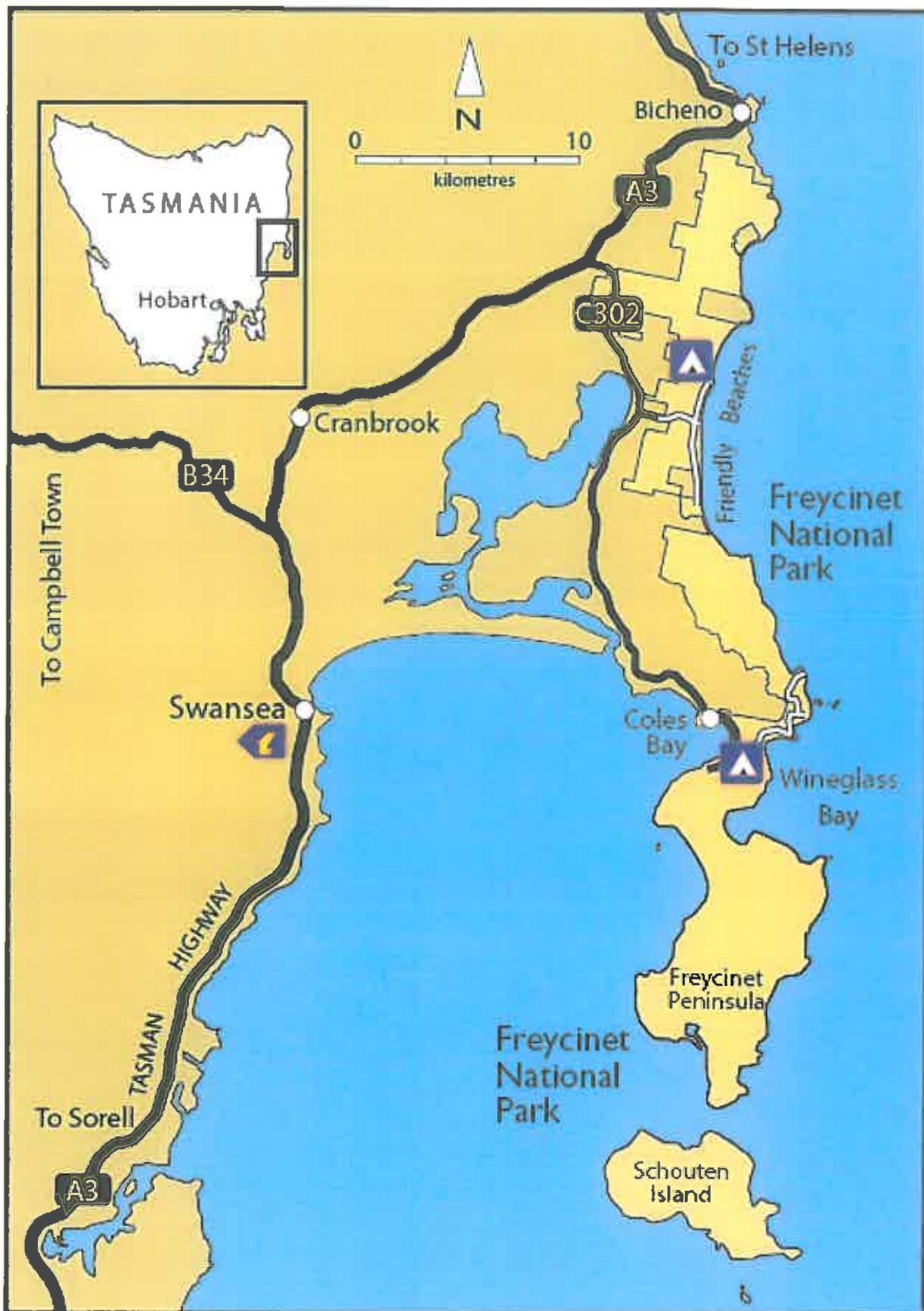
 Historic Cooks Hut -
Hut Camp for Freyinet
Peninsula Track, Western

Tasman
Sea

Schouten Passage

Schouten Island

Freycinet Peninsula location map



APPLICATION FORM & INFORMATION PACK
Freycinet Peninsula Volunteer Track Wardens 2016-2017

About the Program

Freycinet National Park covers an area of approximately 16 803 hectares of coastal land, comprised of rugged pink granite mountains, azure bays and white sandy beaches. The stunning landscape, mild climate and broad range of activities available make it one of Australia's most sought after visitor destinations. In recent times Freycinet has attracted more fame after Wineglass Bay Beach was named in the "Top 10" best beaches in the world by several highly regarded travel authorities.

Freycinet National Park receives approximately 200 000 visitors per year, the highest visitation occurring between December and Easter of each year.

140 000 of these visitors walk to the Wineglass Bay Lookout and return, with another 40 000 continuing on to Wineglass Bay Beach and a further 8 000 undertaking extended walks on the Freycinet Peninsula.

The opening of the Freycinet Visitor Centre in 2002 recognised the positive environmental and experiential outcomes that could be achieved by providing access to quality visitor information.

The main role of the Volunteer Track Warden is to provide a physical presence on the peninsula during the peak summer season, principally for visitor safety and information, with a special focus on the Freycinet Emergency Management Plan and the National Parks' "Fuel Stove Only" status.



Similar volunteer programs run in other Tasmanian National Parks and Reserves have received a positive response from the community, regular visitors indicated a higher level of satisfaction from their bushwalking experience and a higher level of compliance with park regulations.

Volunteer Track Wardens undertake a 2-week placement on the peninsula, with 2 persons for each placement. Participants are welcome to apply to undertake two consecutive 2 week placements.

Nine 2-week placements will be offered from December 2016 to April 2017.

What will I be doing?

Volunteer Track Wardens will be involved in some or all of the following tasks:

- Conduct all duties and activities consistent with the principles of the Tasmanian State Service Code of Conduct and the policies and procedures of the Department of Primary Industries, Parks, Water and Environment.
- Provide information to visitors on Freycinet National Parks' Fuel Stove Only Status, park regulations and "Leave No Trace" principles. This includes safety information on fire danger rating forecasts, weather conditions, walking distances, water availability, camping, track conditions etc.
- Act as a key point of contact for the Freycinet Field Centre; respond to incidents as directed in the event of the implementation of the Freycinet Emergency Management Plan and the DPIPWE Incident and Accident Policy.
- Provide first aid to visitors when requested and as required following departmental protocols.
- Collect visitor statistics for Cook's Beach camp site.
- Maintain a written log of any activities undertaken, interesting observations and events occurring.

APPLICATION FORM & INFORMATION PACK
Freycinet Peninsula Volunteer Track Wardens 2016-2017



- Interpret and promote the natural and cultural values of Freycinet National Park to the visiting public, to assist in the protection of these values.
- Undertake rubbish pick-ups around Cook's Hut and other Peninsula sites including beaches, walking tracks and camp grounds.
- Traverse the Freycinet Peninsula Walking Tracks within the 14 day placement.
- Undertake minor maintenance of built infrastructure, signs and walking tracks, including the Peninsula, Bryans Beach, Isthmus, Hazards Beach, Wineglass Bay Beach walking tracks and camping areas.
- Volunteers may be asked to assist parks staff with other more arduous works following an assessment based upon their individual skills and capacity to undertake the works. This may include clearing of drains and water bars; strategic clearing and placement of vegetation to delineate routes and discourage informal tracks from forming; lifting and manipulation of rock, timber and other building materials.
- Undertake monitoring and minor maintenance of the historic Cook's Hut as required, including monitoring of roofing and plumbing structures during rain events. Keep Moreys Huts free of food scraps and other rubbish which may attract rodents/vermin.
- Undertake basic servicing and minor maintenance of Freycinet Peninsula remote toilets.
- Undertake weed monitoring, mapping and control (cut, swab & bag) including -
 - *Euphorbia paralias* (Sea Spurge) along sandy beaches
 - Thistles & Nettles on the interior of the peninsula
- Identify, map, report and record any fauna (invasive species) not native to the Freycinet National Park.
- Report daily to the supervising Ranger including any work health and safety issues, park management issues, infrastructure damage or faults.

Where is it?

Freycinet Peninsula Volunteer Track Wardens will primarily be based at the Cook's Beach camping area, with day excursions planned for other sections of the Peninsula Track and Bryans Beach Track as work schedule permits. The Freycinet Peninsula is located in the southern part of the Freycinet National Park on Tasmania's East Coast.

The peninsula is a popular destination for bushwalkers, boating and fishing enthusiasts and for others wishing to explore its natural and historical features.

When is it?

The 2015-2016 program for Freycinet Peninsula Volunteer Track Wardens will commence on Tuesday 20 December 2016 and finish on Tuesday 25 April 2017.

Individual session dates are listed in the application form at the end of this document (Pages 12 & 13)

APPLICATION FORM & INFORMATION PACK

Freycinet Peninsula Volunteer Track Wardens 2016-2017

How do I get there?



PWS vessel Mavadenna

Freycinet Peninsula is only accessible by boat. Parks and Wildlife Service provide transport to and from the peninsula from Coles Bay, on board the PWS vessel. The trip takes approximately 20 minutes.

There is no dock at Cook's Beach and loading / unloading is by beach landing wading through water that is sometimes waist high.

Boat transport to the peninsula is only provided at the start and completion of

each placement. Delays may occur at the start or end of each placement due to weather conditions. There is no re-supply during your 2-week placement.

What does it cost?

Parks and Wildlife Service do not charge any fees for this program.

Volunteer Track Wardens are required to pay their own costs in getting to and from the staging point at the Freycinet Field Centre, and for their food and personal items during their placement. Track Wardens also need to ensure that they carry a valid park pass.

Volunteer Track Wardens are asked to be at Freycinet Field Centre the day before their scheduled departure, so that they can undertake an induction and an early start can be made the next morning. Shared accommodation in Parks and Wildlife Service facilities is provided for that night, free of charge. Wardens will need to provide their own bedding and linen and dinner / breakfast provisions.

What if I forget to bring something?

Transport to the peninsula is only provided at the start and completion of each 2 week placement; there is no re-supply during that time.

What is provided? Parks and Wildlife Service provide:

- tent accommodation including camp beds, cooking facilities and lighting;
- emergency communications (mobile phone/radio/personal location beacon)
- first aid kit, insect repellent, sunscreen
- tools and equipment necessary for minor maintenance duties;
- identification badge (please note that these are not personal issue and are to be returned at the completion of your placement);
- comprehensive information manual and induction session; and
- insurance coverage, while undertaking approved activities.

A full listing of equipment is supplied to successful applicants for planning purposes prior to their placement. Volunteer Track Wardens will need to bring with them



Kitchen facilities Cook's Hut

APPLICATION FORM & INFORMATION PACK Freycinet Peninsula Volunteer Track Wardens 2016-2017

- all food and clothing for the duration of their 2-week placement, plus an extra 2 to 3 days food, in the event of delays to departure due to poor weather;
- all personal medications, toiletries and related items;
- bedding (sleeping bags, camp mattresses); and
 - sturdy walking boots, weatherproof and warm clothing (including hat and gloves). These are essential even in summer as the weather is highly variable and summer storms can occur.

Where will I be staying?



Your tent home on Freycinet Peninsula

The night before each scheduled embarkation Volunteer Track Wardens will stay in Parks and Wildlife Service shared accommodation at Freycinet Field Centre, Coles Bay.

On the peninsula, Volunteer Track Wardens are accommodated in a tent, supplied by Parks and Wildlife Service. The campsite is located adjacent to the historic Cook's Hut.

The large, main front room of the hut is used as a Visitor Information Centre / Kitchen / Pantry area. The hut also has another room available for Volunteer Track Wardens to use for storage. Parks and

Wildlife Service promote the historic hut as emergency shelter only and campers are to be discouraged from "camping" inside the hut. Access for the general public to the hut is to be maintained.

What facilities are there?

Only basic camp-style facilities are provided; there is an external composting toilet located a short stroll from the hut and an external bush/camping shower.

Water is available from the Cook's Hut tanks and a refillable kitchen water container is provided. Fresh (tank) water should be treated prior to consumption with either water purifying tablets or boiling and be used sparingly. Kitchen equipment (pots, pans, plates, crockery) and washing up equipment are provided.



Composting toilet Cook's Beach



Cook's Hut solar panel & water tank

A generator or solar panel is provided to charge a battery which runs a mobile phone charger and fridge. Battery powered lanterns and torches are also provided.

A gas/electric powered cooler and eski are available for food storage at the base camp. Facilities also include a gas cooker.

APPLICATION FORM & INFORMATION PACK
Freycinet Peninsula Volunteer Track Wardens 2016-2017

What training do I receive?

The Parks and Wildlife Service will provide a comprehensive, pre-visit information pack and conduct an induction session for the Volunteer Track Wardens the day before departure to the peninsula.

The Induction is part of the department's Work Health and Safety processes and applicants are required to attend. If you are unable to attend, you may not be able to take part in the program.

What happens in an emergency?

Evacuation procedures exist in the event of a bushfire, or serious injury / illness to the Volunteer Track Wardens requiring medivac; the cost of this is covered by Parks and Wildlife Service.

If you need to cut short your placement due to unforeseen circumstances, Parks and Wildlife Service will arrange replacement Volunteer Track Wardens.

Conditions of engagement / volunteer service



Volunteer's Sunset on Cook's Beach

All persons volunteering with Parks and Wildlife Service are required to conduct their duties in accordance with the State Service Principles and Code of Conduct. Unsatisfactory performance or behaviour is not acceptable and may result in termination of the volunteer arrangement.

A copy of the Northern Region Volunteering handbook will be provided to successful applicants. Please read this handbook to ensure you understand the agency's expectation of appropriate workplace behaviour.

Work Health and Safety

The provision of a safe working environment and safe working procedures applies to all activities carried out by PWS. The Volunteer Track Wardens program is carried out in accordance with current safe working guidelines contained in the PWS Job Risk Analysis and Work Health and Safety program.

Details of the department's WHS program are contained in the "Volunteering Handbook", provided to each successful Volunteer Track Warden prior to their induction session.

Whilst exploration of the peninsula is generally encouraged Volunteer Track Wardens are required to confine their activity to areas in and around the Peninsula Circuit Track and designated camping areas due to the site's remoteness and availability of communications access. We are a safe work place and plan to have everyone back home safely.

APPLICATION FORM & INFORMATION PACK
Freycinet Peninsula Volunteer Track Wardens 2016-2017



How do I apply?

All applicants need to be aged 18 or over.

Two persons are required for each session; this may be couples or individuals but in either case the application should be lodged at the same time. The Parks and Wildlife Service hold no responsibility for finding track warden partners for individuals.

Applicants who wish to undertake consecutive placements (2 lots of 2 week placements with a resupply trip at the two week mark) on the peninsula are encouraged to apply to do so.

If you are interested in taking part please complete the Application form (Page 13) included with this package. Note that as PWS generally receives more applications than there are available places, submission of an application does not guarantee a place on the program. Applications will close on 26 August 2016.

How are applicants selected?

The Parks and Wildlife Service have a responsibility to ensure that it only places volunteers into roles for which they have the necessary skills. This package has been designed to assist you in understanding the role of Volunteer Track Wardens and decide whether it is suitable for you.

The skills necessary for the role are listed on the Application form, at the end of this package. We ask you to briefly explain how your experience meets these skills. You may choose to use dot points, or write one or two paragraphs on each of the essential selection criteria (SC) and the desirable selection criteria (NESC).

Based on these responses, we will select suitable candidates. If there are more suitable applicants than places available, we will interview all the suitable candidates.

Successful applicants will be offered one or two of the sessions, according to their availability and preferences.

You will also be asked to complete a Volunteer Registration and Medical Disclosure form. There is no charge for these.

APPLICATION FORM & INFORMATION PACK
Freycinet Peninsula Volunteer Track Wardens 2016-2017



Key dates

- Friday 26 August 2016 applications close
- 29 August – 8 September 2016 successful applicants notified/interviewed if required
- 9 September 2016 all applicants notified of outcome of selection process
- 20 December 2016 – 3 January 2017 first peninsula session
- 3 January – 17 January 2017 second peninsula session
- 17 January – 31 January 2017 third peninsula session
- 31 January – 14 February 2017 fourth peninsula session
- 14 February – 28 February 2017 fifth peninsula session
- 28 February – 14 March 2017 sixth peninsula session
- 14 March – 28 March 2017 seventh peninsula session
- 28 March – 11 April 2017 eighth peninsula session
- 11 April – 25 April 2017 ninth peninsula session

APPLICATION FORM & INFORMATION PACK
Freycinet Peninsula Volunteer Track Wardens 2016-2017



Application Form

ONLY ONE COPY OF THIS FORM IS REQUIRED PER PAIR OF APPLICANTS

APPLICANT 1 DETAILS

Last name		First name/s	
Date of Birth		Preferred name	
Residential address			Postcode
Postal address (if different)			
Phone	(Home)	(Work)	(Mobile)
Email			

Person to contact in an Emergency :

Name			
Address			
Phone		Mobile	
Are you a member of the WILDCARE Friends of Freycinet Volunteer Group?	<input type="checkbox"/> Tick box if applicable		

APPLICANT 2 DETAILS

Last name		First name/s	
Date of Birth		Preferred name	
Residential address			Postcode
Postal address (if different)			
Phone	(Home)	(Work)	(Mobile)
Email			

Person to contact in an Emergency:

Name			
Address			
Phone		Mobile	
Are you a member of the Wildcare Friends of Freycinet Volunteer Group?	<input type="checkbox"/> Tick box if applicable		

Preferred session (please number 1-10 or less in order of preference) No. 1 being your most preferred choice	<input type="checkbox"/> 20 December 2016 to 3 January 2017 <input type="checkbox"/> 3 January to 17 January 2017 <input type="checkbox"/> 17 January to 31 January 2017 <input type="checkbox"/> 31 January to 14 February 2017 <input type="checkbox"/> 14 February to 28 February 2017 <input type="checkbox"/> 28 February to 14 March 2017 <input type="checkbox"/> 14 March to 28 March 2017 <input type="checkbox"/> 28 March to 11 April 2017 <input type="checkbox"/> 11 April to 25 April 2017
Standby Track Wardens	<input type="checkbox"/> Some Volunteer Track Wardens may need to cancel their placement at short notice. If you are interested in filling-in at short notice, please tick this box

APPLICATION FORM & INFORMATION PACK
Freycinet Peninsula Volunteer Track Wardens 2016-2017



Medical Disclosure

Parks and Wildlife Service value the safety and well-being of employees, volunteers and others within our places of work.

If you are selected as a Volunteer Track Warden you will be asked to complete a confidential Medical Disclosure form, to advise us of any medical conditions which may affect you.

Level 2 First Aid Certificate

Please attach a copy of your current Workplace Level 2 First Aid certificate with this application.

Parks and Wildlife Service have a responsibility to ensure that it only places volunteers into roles for which they have the necessary skills.

Selection Criteria

To assist us in determining your suitability, please briefly list your skills and experience as they relate to each of the following. You may choose to use dot points, or write 1-2 paragraphs.

ESSENTIAL

- SC1 Ability to work or live with limited supervision in a remote and climatically variable location. (20%)
- SC2 Ability to undertake minor building maintenance and / or land management works in order to achieve defined outcomes. (20%)
- SC3 Ability to interact with the public to achieve positive outcomes (30%)
- SC4 Ability to follow Work Health and Safety practices to ensure a safe working environment.
This may include Job Risk Analysis, wearing of Personal Protective Equipment (PPE), safe operation and maintenance of tools and equipment, incident and hazard reporting, and manual handling awareness. (30%)
- SC5 Hold a current Workplace Level 2 First Aid Certificate or equivalent

DESIRABLE

- NESC 6 Use of a handheld VHF/UHF radio equipment and / or a mobile or satellite phone
- NESC 7 Use of a handheld GPS unit
- NESC 8 An understanding of Parks and Wildlife Service "Leave No Trace" philosophy
- NESC 9 An understanding of heritage principles and practises (e.g. the Burra Charter, 1999)
- NESC 10 An interest in or knowledge of the flora, fauna, geology and heritage of Freycinet National Park including Freycinet Peninsula
- NESC 11 Knowledge of or experience in weed control practices
- NESC 12 An understanding of emergency management processes and procedures

Applications Close Friday 26 August 2016

DEPARTMENT OF PRIMARY INDUSTRIES, PARKS, WATER &
ENVIRONMENT

APPLICATION FORM & INFORMATION PACK

Freycinet Peninsula Volunteer Track Wardens 2016-2017



Personal Information

The Department of Primary Industry, Parks, Water and the Environment require all volunteers to complete and submit a Volunteer Registration and Medical Disclosure Form.

Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to contractors and agents of the Department of Primary Industries, Parks, Water and Environment (DPIPWE), law enforcement agencies, courts and organisations authorised to collect it.

Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. Personal information will be managed in accordance with the Personal Information Protection Act 2004 and may be accessed by the individual to whom it relates on request to the DPIPWE. You may be charged a fee for this service.

Please send your application by close of business **Friday 26 August 2016** to:

PRIVATE & CONFIDENTIAL
Fiona Everts – Ranger
Freycinet Peninsula Volunteer Track Warden Program
Parks and Wildlife Service
Private Bag 5
Bicheno TAS 7215

or Fax to: (03) 6256 7090
or Email: Fiona.Everts@parks.tas.gov.au

Thank you for your interest. All applicants will be advised of the outcome by 9 September 2016.

The Parks and Wildlife Service offer a range of volunteering opportunities state wide.

Visit the website <http://www.parks.tas.gov.au/index.aspx?base=1697>



Wildcare Friends of Freycinet undertake a variety of projects and welcome new members.
Join WILDCARE Inc at www.wildcaretas.org.au and tick the box for Friends of Freycinet

Photos courtesy of previous volunteer Track Wardens and Rangers - P Smyth & F Bowie, P Lingard C&P Barber, F&S Everts.