

2017-18 Australian Wildlife Conservancy Yookamurra Intern Program

Australian Wildlife Conservancy (AWC) is an independent, non-profit organisation dedicated to the conservation of Australia's threatened wildlife and their habitats. Funded primarily by donations, AWC is taking action to protect Australia's wildlife by:

- Establishing a network of sanctuaries that protect threatened wildlife and ecosystems;
- Implementing practical, on-ground conservation programs to protect the wildlife at our sanctuaries: these programs include feral animal control, fire management, and the translocation of threatened species;
- Conducting scientific research that help address the key threats to our native wildlife; and
- Hosting visitor programs at our sanctuaries for the purpose of education and promoting awareness of the plight Australia's wildlife.

AWC offers opportunities for promising graduate students to gain valuable field experience in conservation education and community engagement via its Internship Program. Currently AWC have 2 x three month internships available, each with an exciting training program designed to introduce graduates with an interest in conservation education, environmental interpretations, and community engagement to a variety of sanctuaries with a host of different ecosystems, flora and fauna, field techniques, and conservation issues. The internships provide a modest living stipend for the duration of the program, plus travel assistance. **Yookamurra** interns will spend **3 months** based at Yookamurra Wildlife Sanctuary in South Australia, and depending on the opportunities available could participate in other interpretation programs throughout the AWC south-east region.

Basic, self-contained single accommodation is available on-site at each sanctuary location.

Selection Criteria - To be successful you will have:

- A Bachelor's degree in science (ecology/conservation e.g. BSc Hons).
 - We will also consider those with a Bachelor's degree in education and/or eco-tourism, though some knowledge of Australian ecology and conservation is required, as noted below.
- Working with Children clearance (SA) [must be obtained prior to commencement, if you don't already hold a current clearance].
- Demonstrated experience with:
 - Working with children, volunteers and/or community engagement;
 - Living and working in a rural or remote area/community;
 - Tour-guiding, environmental education and/or presenting to groups; and
 - Working effectively autonomously and as part of a small team
- Experience or an interest in creating interpretative materials.
- Demonstrated understanding of, and interest in, Australian ecology and conservation issues including an interest in learning how to identify a range of Australian flora and fauna.
- Excellent interpersonal and communication skills, including ability to effectively manage groups.
- Ability to use standard business software (Microsoft Word, Excel, PowerPoint, and Outlook).
- Moderate level of fitness.
- *Valid* Australian (or internationally recognised) *manual* drivers' licence.
- Fluency in English.

An Internship with AWC will give you:

- Experience in public education and community engagement across a number of Australian conservation issues including:
 - Land management, terrestrial biodiversity, and pest plant and animal control;
 - Flora and fauna identification, scientific survey methodology including bird & vegetation surveys, and radio-tracking;
 - Working with, and leading community groups; and
 - Consulting and collaborating with other regional conservation organisations.
- Experience across a wide variety of education and engagement techniques including:
 - Engaging diverse audiences (i.e. group size, year level, interest) using a variety of communication techniques, specifically:
 - How to clearly convey an organisation's message and inspire support; and
 - How to present technical information to a wide range of stakeholders in an easy to understand and informative manner.
 - Event management:
 - Planning and organisation skills, including the ability to prioritise tasks in an efficient manner;
 - Coordinate, manage and report on public education and community engagement events;
 - OH&S and legal considerations when running events and/or visitor management programs; and
 - Creation of interpretation materials such as fact sheets, activity handouts, posters and displays; and how to market these.
- Certification:
 - Safe food handling and hygiene training [AWC will assist you in gaining the appropriate industry recognised Qualification in Food Safety & Hygiene]; and
 - First aid training [AWC will assist you in gaining the appropriate industry recognised First Aid Certification]

Throughout the internship you will be mentored by a team of experienced managers, ecologists and interpretation staff who will provide on-going assessment throughout the training program. At the end of the training program, progress will be evaluated, and an assessment report provided.

Depending on the opportunities available, the program may extend to include involvement in interpretation activities at AWC's other sanctuaries throughout the south-east region.

For more information please refer to the information below about the sanctuary and the training programs available.

Supervisors:

- Helen Crisp: Yookamurra Field Ecologist & Wildlife Educator
- Tyson Brown : Yookamurra Sanctuary Manager

Should travel to other sanctuaries be offered, interns will be supervised at these locations by the local Interpretation Officer, Sanctuary Manager and Senior Ecologist.

How to apply:

Email your up-to-date **resume** (CV), together with a **one page cover letter** (all in one document), to intern@australianwildlife.org.

In your letter explain **why you wish to apply** for an internship and briefly describe **how you meet the selection criteria listed above**.

[Applications must be received by Monday 3rd July 2017](#)

Enquiries about the internship to yookamurra@australianwildlife.org

About the Sanctuary:

Yookamurra Wildlife Sanctuary protects 5,208 hectares of the Murray Mallee region between the Barossa Valley and Murray River, approximately two hours north-east of Adelaide near Sedan, SA. The sanctuary is dominated by Mallee Woodlands, Sugarwood shrubland, and open Chenopod Shrublands.

Approximately 1,100 hectares of the sanctuary is surrounded by a feral-proof fence, from which feral cats, foxes and rabbits have been removed. This area supports several threatened species including the Greater Bilby, Numbat, Brush-tailed Bettong and Burrowing Bettong.

Yookamurra is the only AWC sanctuary which runs a dedicated education program, taking groups from primary to tertiary students. The staff at Yookamurra are also actively involved in community engagement concerning conservation and land management activities, and run a strong volunteer program.

Training program:

Dates of internship: [1st intake – Monday 14th August to Monday 13th November 2017], [2nd intake – Monday 12th March to Monday 11th June 2018]

Note: Internship dates may change dependent upon availability of the successful intern; surveys and event booking dates etc.

Objective 1: To participate in the public education and community engagement programs at Yookamurra Wildlife Sanctuary.			
Activity	Tasks	Learning Outcomes	Evaluation of Outcomes
<i>Research</i>	<ul style="list-style-type: none">• Liaise regularly with AWC operational and ecological staff to ensure information disseminated is current and in accordance with AWC policies and procedures.• Liaise regularly with AWC operational, ecological and development staff in order to maintain up-to-date	<ul style="list-style-type: none">• Increased knowledge of Australia's fauna and flora and their conservation status.• Understanding of scientific survey and trapping methods used.• Identification of fauna and flora and their field signs e.g. tracks and scats.• Increase knowledge of pest animals and	<ul style="list-style-type: none">• An understanding and ability to explain conservation issues in Australia.• Ability to explain different scientific survey and monitoring techniques.• Ability to identify Australian fauna and flora.• Ability to use trapping and

	<p>knowledge of AWC's current research and conservation programs, at Yookamurra and more broadly at other AWC sanctuaries.</p>	<p>plants, and how to control and monitor.</p> <ul style="list-style-type: none"> • Other land management activities such as exclusion fencing and weed control. 	<p>monitoring techniques.</p> <ul style="list-style-type: none"> • Ability to use vegetation survey techniques.
<i>Data management</i>	<ul style="list-style-type: none"> • Handle enquiries and bookings for the education program. • Ensure all required financial records and paperwork are retained and submitted to the AWC finance department. • Assist with invoicing and banking revenue from the education and/or community engagement program. • Assist with collecting feedback, data-entry and records management. 	<ul style="list-style-type: none"> • Organisation and how to prioritise. • Careful record-keeping. 	<ul style="list-style-type: none"> • Effective record and data-management. • Ability to work independently and as part of a team. • Understanding of privacy principles. • Understanding of revenue and cost.
<i>Asset & Infrastructure maintenance and logistics</i>	<ul style="list-style-type: none"> • Assist with the maintenance of visitor infrastructure and resources. • Ensure walk trails and tracks are free of debris and holes. Seek assistance from the Yookamurra Sanctuary Manager, where required. • Ensure visitor areas, accommodation and associated equipment is clean, maintained and presentable at all times. • Assist the Field Ecologist/Wildlife Educator with all 	<ul style="list-style-type: none"> • Safe food handling and hygiene. • Providing a safe and clean workplace. • First aid skills including specifically how to deal with allergies. • Repairs and maintenance to assets and infrastructure • Resourcefulness. 	<ul style="list-style-type: none"> • Maintain assets and infrastructure. • Effective coordination of events.

	logistical issues associated with visiting groups including provisions, cooking, cleaning etc.		
<i>Presentation skills</i>	<ul style="list-style-type: none"> Develop and deliver presentations and guided walks to visiting school groups. Presentations will highlight the wildlife, research and conservation programs undertaken at Yookamurra and other AWC sanctuaries. 	<ul style="list-style-type: none"> Public speaking and communication skills. How to engage a wide range of audiences. How to present technical information in an easy to convey manner. Use of GPS and navigation skills. 	<ul style="list-style-type: none"> Ability to speak and convey a message effectively to a wide range of stakeholders. Ability to adapt programs to suit audience. Ability to respond positively and professionally with difficult people/situations. Time management skills.

Objective 2: Assist in the implementation of an effective information and communication strategy.

Activity	Tasks	Learning Outcomes	Evaluation of Outcomes
<i>Production</i>	<ul style="list-style-type: none"> Ensure sufficient supplies of current interpretative material are available to all interested parties. Assist Field Ecologist/Wildlife Educator with interpretative materials including reviewing brochures, advertising and associated signage. Ensure branding on all interpretative material is as per the approved AWC policy. Compile and submit information and images for use in relation to media and interpretative materials. 	<ul style="list-style-type: none"> Production principles. Marketing and advertising. Branding. Review interpretative materials. Review of appropriate educational and engagement activities. 	<ul style="list-style-type: none"> Ability to review current programs and suggest improvements.

<i>Promotion</i>	<ul style="list-style-type: none"> Assist the Field Ecologist/Wildlife Educator in promoting the Yookamurra education and/or community engagement programs. This may include visiting schools and universities, and other venues and regional organisations. Under direction of the Field Ecologist/Wildlife Educator establish and maintain effective relationships with a range of stakeholders. Represent AWC at various public forums, as required, and in accordance with AWC policies and requirements. Liaise with the general public including handling general enquiries and correspondence. 	<ul style="list-style-type: none"> Marketing. Relationship-building and networking skills. Negotiation. Contribution to AWC media. Professional conduct. 	<ul style="list-style-type: none"> Submits reports and material for media as requested. Represents AWC in a professional manner. Corresponds with public appropriately.
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Objective 3: Assist with Yookamurra fundraising activities.

Activity	Tasks	Learning Outcomes	Evaluation of Outcomes
<i>Supporter events</i>	<ul style="list-style-type: none"> As required, assist with all associated logistics in relation to the conduct of supporter visits. 	<ul style="list-style-type: none"> Per Asset & Infrastructure maintenance and logistics in Objective 1 noted above. 	<ul style="list-style-type: none"> Per Asset & Infrastructure maintenance and logistics in Objective 1 noted above.

Objective 4: Understanding of Visitor Management and Safety.

Activity	Tasks	Learning Outcomes	Evaluation of Outcomes
<i>Visitor & volunteer management</i>	<ul style="list-style-type: none"> Help plan and run a public open day at Yookamurra As required, engage (i.e. appoint by ensuring appropriate agreements and associated paperwork 	<ul style="list-style-type: none"> Supervisory skills. People management including the ability to direct a range of stakeholders in a non-confrontational, instructive manner to 	<ul style="list-style-type: none"> Appropriately supervises and handles behaviour and activities of volunteers and visitors for which the intern has supervisory responsibility.

	<p>are drawn up) and supervise volunteers participating in sanctuary programs.</p> <ul style="list-style-type: none"> Engage with and supervise visitors. 	<p>ensure AWC's policies are complied with.</p>	
<i>Occupational Health & Safety</i>	<ul style="list-style-type: none"> Conducts safety briefings and inductions with visitors and volunteers to ensure all activities are carried out in a safe manner. Ensures all relevant AWC policies and procedures are complied with. Incident and near miss reporting. 	<ul style="list-style-type: none"> Occupational Health and Safety issues and management procedures in a workplace and remote setting. Knowledge and appreciation of legislative requirements (OH&S, animal welfare etc). How to run a safety induction with groups and undertake risk assessments. Ability to create and abide by OH&S documentation. 	<ul style="list-style-type: none"> Ability to work in a safe and effective manner per AWC's policies. Ability to supervise others and ensure they work in a safe and effective manner. This includes leading groups. All visitors and volunteers given appropriate OH&S induction briefing and documentation. Efficient reporting of safety incidents and near miss accidents.

Objective 4: General duties

Activity	Activity	Activity	Activity
	<ul style="list-style-type: none"> Participate in staff meetings. Conduct other day-to-day tasks to ensure the conservation of Yookamurra wildlife and ecosystems. Undertake other tasks at any other AWC sanctuary locations. 	<ul style="list-style-type: none"> Teamwork. Effective communication. Time management and prioritisation. Ability to convey core messages regardless of location or audience. 	<ul style="list-style-type: none"> Appropriate ways of dealing with different types of stakeholders and time constraints. Knowledge of broader AWC goals and aims. Willingness to assist with a wide range of tasks and activities.