

Volunteer Position Description

Department	Parks and Sustainability
Location	Lake Gwelup
Position Title	Volunteer Turtle Tracker
Responsible to	Conservation Officer - City of Stirling and Department of Biodiversity Conservations and Attractions (DBCA)

Organisational Overview

The City of Stirling (the City) has a rich and diverse natural and physical landscape covering a total land area of approximately 100 square kilometres. Stirling lies approximately eight kilometres north of the Perth CBD and stretches across 30 suburbs from Dianella in the east, Trigg in the west, Hamersley to the north and Mt Lawley in the south. The six kilometre stretch of coastline which includes the popular summer playgrounds and top surf spots of Scarborough and Trigg is one of the City's major attractions. The City provides more than 200 different services, activities and programs to the community, delivered by the City's Business Units.

The City has a commitment to invest in our employees to achieve an inclusive, diverse, engaged and capable workforce. Being an 'Employer of Choice' the City is recognised for supporting work-life balance through a wide range of flexible work options and offering a range of policies and benefits to create opportunities and an enjoyable and fulfilling employment experience.

Organisational Vision, Mission Statement and Values

Vision

City of Stirling: the City of Choice

Mission Statement

To serve the City's diverse community through delivering efficient, responsive and sustainable services

Values

The City of Stirling's core values are:

- Agile
- Inclusive
- Inspiring
- Approachable
- Innovative
- Respectful
- Transparent

Reporting Relationships

This position reports to the City of Stirling Conservation Officer, Natural Areas.

Position Overview

City of Stirling has joined with Murdoch University and South West Group to participate in the Lotterywest funded Saving Our Snake Necked Turtle Project. This project aims to involve the community in monitoring and protecting local populations of Snake Necked Turtles. Turtle Tracker volunteers track nesting female turtles around Lake Gwelup during peak nesting season (September to November), log information about turtle sightings and behaviour, and help protect nests.

Duties and role scope

- Patrol designated areas around Lake Gwelup for turtle and turtle nesting activity.
- Observe and monitor turtles from a distance of at least 10m during nesting activity until the turtle safely enters water.
- Protect the nesting turtle from predators such as birds or other animals.
- Take a photo of any observed turtles making sure to include the surrounding environment of its initial location.
- Record turtle sightings and/or nests (if observed) using the TurtleSAT app.
- Protect any observed nest sites using the nest protector equipment provided within the Tracker Kits.
- Log and submit volunteer hours to City of Stirling Conservation Officer.
- Adhere to procedures mentioned in the Turtle Tracker guide, in regard to not touching turtles or interfering with traffic.
- Report any injured or dead turtles and or wildlife to WA Wildlife (previously Native ARC, 172 Hope Road, Bibra Lake).

Responsibilities

- Wear provided Volunteer Uniform and badge to be easily identifiable to the community
- Ensure that you take reasonable care to ensure your own safety and health at work and that of others. This includes wearing appropriate clothing and PPE such as enclosed shoes, long pants and long sleeves, hat and sunscreen.
- Demonstrates willingness and ability to apply and develop the City's Risk Management processes in order to make a positive difference to the way things are done, keeping up to date with any changes.
- Ensure that you observe all Western Australian road rules and take reasonable care of the City's property and vehicle(s).
- Understand the principles of customer service and undertake volunteer duties and responsibilities with the City's Customer Service Charter.
- Undertake volunteer duties and responsibilities in accordance with corporate policies, management practices and procedures and demonstrate expected behaviours aligned with the City's Code of Conduct.
- Adhere to volunteer duties and responsibilities as outlined within the partnering DBCA volunteer manual in regard to but not limited to; Code of Conduct, Code of Ethics, OH&S, training, communication and feedback, duties, hours agreed, and privacy and confidentiality.

Time and Commitment

Volunteers are requested to commit to several patrol shifts per week for approximately 6 weeks starting in September. This includes both weekday and weekend shifts. Please note that due to seasonal changes in turtle activity the start and end date of the turtle project may fluctuate.

Time commitments may range from 1-2 hours a week to 2-4 hour long shifts, several times a week. This is dependent on turtle activity. In the case of a mass turtle nesting event, short notice may be given to volunteers and thus flexible time commitments and availability is favorable.

Procedures

Follow the procedures and processes as outlined in the Volunteer Training Manual and in accordance with the Volunteer Turtle Tracker Program.