

Volunteer program application

Use this form to apply to be a volunteer in Northern Territory parks.

Your details				
First name			Last name	Age
Date of birth		Street address		
Postal address				
Phone			After hours	
Mobile			Email	
Select role/s of interest				
General duties / field work	Yes/No	Landcare / friends group	Yes/No	
Campground host	Yes/No	Administration	Yes/No	
Track maintenance	Yes/No	Weed management	Yes/No	
Biological surveys	Yes/No			
Special project	Yes/No	Name and details		
Select area/s of interest				
Darwin Urban Parks & Reserves (including Casuarina Coastal Reserve, Howard Springs and Berry Springs)	Yes/No	Central Australia (East) (including Trepghina Gorge, Arltunga, Alice Springs Telegraph Station)	Yes/No	
Top End Parks (including Litchfield, Adelaide River Reserves and Mary River National Park)	Yes/No	Central Australia (West) (including Tjoritja/West MacDonnell National Park, Finke Gorge and Watarrka)	Yes/No	
Nitmiluk National Park	Yes/No	Victoria River District (inc. Judbarra/ Gregory National Park and Keep River)	Yes/No	
Gulf District (including Limmen, Mataranka and Borroloola)	Yes/No	Barkly Region	Yes/No	
Alice Springs Desert Park ¹	Yes/No	George Brown Darwin Botanic Gardens	Yes/No	
Territory Wildlife Park ²	Yes/No	Other	Yes/No	

¹ www.alicespringsdesertpark.com.au/main/get-involved

² www.territorywildlifepark.com.au/get-involved



When are you available?					
Weekends and public holidays	Yes/No	Weekdays	Yes/No	Are you available for extended camping trips?	Yes/No
What dates are you available?					
Skills, experience and qualifications					
Reason/s for volunteering					
Do you have the below qualifications? (please attach)					
Senior first aid certificate or equivalent	Yes/No	Expiry date			
ChemCert	Yes/No	Expiry date			
Ochre Card	Yes/No	Expiry date			
National Police check	Yes/No	Drive a manual vehicle	Yes/No		
Your health					
Provide details of any current injuries/illnesses or other health conditions (including previous) which may affect your ability to work as a volunteer. You may be required to provide a fit-for-work certificate.					
Are you are receiving workers compensation?					Yes / No

Emergency contact (provide 2)							
First name		Last name		Relationship			
Address				Phone			
First name		Last name		Relationship			
Address				Phone			
Drivers licence details – attach a copy							
You must tell Parks and Wildlife of any changes to your licence status.					Copy attached?	Yes/No	
State		Number		Class		Expiry date	
Privacy							
<p>The Department of Environment, Parks and Water Security respects and is committed to safeguarding the confidentiality and privacy of the information that it collects and handles, in accordance with the <i>Northern Territory Information Act 2002</i>³.</p> <p>You have been asked to provide personal information necessary for us to process your application to be a volunteer.</p> <p>You do not have to provide your personal information but if you choose not to, your application may not be approved.</p> <p>The information you provide will be accessible to the department and will only be used to provide a department service or program.</p> <p>We will not disclose your personal information to third parties unless:</p> <ul style="list-style-type: none"> • authorised or required by law to do so • you have given us your consent to share your personal information for a specific purpose. <p>You may request access to the personal information we hold about you. To find out more read our privacy policy⁴.</p> <p>If you want more information about the Northern Territory's privacy laws, please refer to the <i>Northern Territory Information Act 2002</i>, or the Office of the Information Commissioner NT⁵.</p>							

³ <https://legislation.nt.gov.au/Legislation/INFORMATION-ACT-2002>

⁴ <https://depws.nt.gov.au/consultation-publications/privacy-policy>

⁵ <https://infocomm.nt.gov.au/>

Declaration

I wish to apply to become a volunteer with Parks and Wildlife in the Northern Territory.

I declare for the purposes of this application that:

- I understand that there is no remuneration associated with volunteer work and this application does not constitute a contract of employment.
- I am a worker subject to the *Work Health and Safety (National Uniform Legislation) Act 2011* and have a responsibility to ensure personal and workplace safety.
- The information I provide will only be available to Parks and Wildlife and that it may only be used for its intended purpose (the division’s privacy statement can be obtained by contacting the agency).
- I am willing to perform tasks allocated to me to the best of my ability and to follow the directions and supervision of agency employee(s) appointed as my supervisor.
- I will take reasonable care of the agency’s property provided to me in my capacity as a volunteer, or used by me in that capacity.
- I will use government information provided to me in my capacity as a volunteer only for the purposes for which it is provided. While performing volunteer work I will be responsible for the security and safety of personal property (including vehicles), at all times.
- I have provided Parks and Wildlife staff with proof of identity.
- I have provided details of any injury, illness or condition that may affect my ability to perform volunteer work, or which may need to be accommodated.
- I understand that if the volunteer work involves working with children, it may be necessary for me to hold a working with children clearance notice⁶.

- I must obtain prior approval to be a passenger and/or drive a Northern Territory Government (NTG) vehicle and if required I will drive a NTG vehicle, read the NT Fleet Driver’s Handbook and comply with the ‘driver responsibilities’ section of that handbook.
- I am aware that if I am driving a non-government vehicle in connection with performing volunteer work it is my responsibility to ensure that the vehicle meets Northern Territory registration requirements and is comprehensively insured.
- I will read and abide by the Parks and Wildlife Volunteer Code of Conduct.

Note: Voluntary workers insurance coverage is limited for volunteers over the age of 75 and for those with pre-existing health conditions. Contact volunteer.parks@nt.gov.au if you would like a copy of the Parks and Wildlife voluntary workers insurance policy and product disclosure statement.

By signing below, I understand and agree with above declaration.

Applicant signature		Date	
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⁶ www.workingwithchildren.nt.gov.au

Approval of volunteer placement - to be completed by senior ranger or volunteer programs manager			
Name^		Work unit^	
Project^		Period^	
Proof of ID sighted^		Approved^	Yes/No
Signature^		Date^	

Further information

For more information, phone 08 8999 3821.

How to submit

Submit the completed form to the volunteer programs manager using one of the following.

Email to:

volunteer.parks@nt.gov.au

Mail to:

Parks and Wildlife NT

PO Box 1120 Alice Springs NT 0871.